

Meeting Date: Tuesday 22 September 2015
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. Council Meetings will also be webcast.

NOTICE OF BUSINESS

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1 CONFIRMATION OF MINUTES - Council Meeting held on 8 September 2015

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1297

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 16/15, held on 8 September 2015 be confirmed.

ATTACHMENTS

1 MINUTES - Ordinary Council Meeting - 8 September 2015

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ITEM 1 (continued)

ATTACHMENT 1

**Council Meeting
MINUTES OF MEETING NO. 16/15**

Meeting Date: Tuesday 8 September 2015

Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde

Time: 7.30pm

Councillors Present: The Mayor, Councillor Pickering and Councillors Chung, Etmekdjian, Laxale, Li, Maggio, Pendleton, Perram, Salvestro-Martin, Simon, Stott and Yedelian OAM.

Apologies: Nil.

Staff Present: General Manager, Acting Group Manager – Community Life, Group Manager – Corporate Services, Acting Group Manager – Environment and Planning, Group Manager – Public Works, General Counsel, Manager – Communications and Media, Manager – Governance, Risk and Audit, Coordinator – Community Engagement, Coordinator – Digital Communications and Section Manager – Governance.

PRAYER

Reverend Nicholas Fried of the Eastwood Uniting Church was present and offered prayer prior to the commencement of the meeting.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

TABLING OF PETITIONS

No Petitions were tabled.

PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA

No addresses were made to Council.

PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA

No addresses were made to Council.

ITEM 1 (continued)

ATTACHMENT 1

MAYORAL MINUTES

There were no Mayoral Minutes.

COUNCIL REPORTS

1 CONFIRMATION OF MINUTES - Council Meeting held on 25 August 2015

RESOLUTION: (Moved by Councillors Etmekdjian and Maggio)

That the Minutes of the Council Meeting 15/15, held on 25 August 2015 be confirmed.

Record of Voting:

For the Motion: Unanimous

2 ELECTION OF MAYOR FOR ENSUING 12 MONTHS

At this stage of the meeting, the Mayor, Councillor Pickering, gave a brief acknowledgement of his term as Mayor. He then vacated the Chair and the General Manager, as Returning Officer, conducted the election of Mayor.

The General Manager, as Returning Officer, gave an overview of the election process.

METHOD OF VOTING FOR ELECTION OF MAYOR

The General Manager, as Returning Officer, presented the options on the method of voting for Mayor.

MOTION: (Moved by Councillors Pickering and Chung)

- (a) That the method of voting for the election of Mayor be open voting by a show of hands.
- (b) That the General Manager, as Returning Officer, undertake the election of Mayor for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

AMENDMENT: (Moved by Councillors Laxale and Simon)

- (a) That the method of voting for the election of Mayor be by Ordinary Ballot.
- (b) That the General Manager, as Returning Officer, undertake the election of Mayor for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

ITEM 1 (continued)

ATTACHMENT 1

Record of Voting:

For the Amendment: Councillors Laxale, Pendleton, Salvestro-Martin and Simon

Against the Amendment: Councillors Chung, Etmekdjian, Li, Maggio, Perram, Pickering, Stott and Yedelian OAM

RESOLUTION: (Moved by Councillors Pickering and Chung)

- (a) That the method of voting for the election of Mayor be open voting by a show of hands.
- (b) That the General Manager, as Returning Officer, undertake the election of Mayor for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

Record of Voting:

For the Motion: Unanimous

As a result of the voting, THE METHOD OF VOTING FOR ELECTION OF MAYOR WAS OPEN VOTING BY A SHOW OF HANDS.

The General Manager, as Returning Officer, advised that there were three nominations for the Office of Mayor, namely Councillor Etmekdjian, Councillor Perram and Councillor Laxale.

The General Manager invited further nominations. There were no further nominations.

THE ELECTION FOR MAYOR was conducted by the General Manager, as Returning Officer, which resulted in the following voting:

Councillor Etmekdjian 6 votes

Voting in favour: Councillors Chung, Etmekdjian, Maggio, Pickering, Stott and Yedelian OAM

Councillor Perram 3 votes

Voting in favour: Councillors Li, Pendleton and Perram

Councillor Laxale 3 votes

Voting in favour: Councillors Laxale, Salvestro-Martin and Simon

The General Manager, as Returning Officer advised that one Councillor had to be excluded and as the number of votes cast for Councillor Perram and Councillor Laxale were equal, that a draw by lot would be required to be

ITEM 1 (continued)

ATTACHMENT 1

undertaken. The candidate whose name was first drawn by lot would be excluded from the second ballot.

The General Manager, as Returning Officer invited Councillors to inspect the ballot box and canisters that would be used in the election of Mayor. The General Manager, as Returning Officer organised for each candidate's name to be written on a separate slip, placed in a separate canister and then placed in the ballot box. The Returning Officer's assistant rotated the ballot box and then presented it to the Returning Officer for the draw by lot.

The General Manager, as Returning Officer then drew by lot.

As a result of the draw by lot, Councillor Perram was excluded from the second ballot.

THE SECOND BALLOT FOR MAYOR was conducted by the General Manager, as Returning Officer, which resulted in the following voting:

Councillor Etmekdjian 6 votes

Voting in favour: Councillors Chung, Etmekdjian, Maggio, Pickering, Stott and Yedelian OAM

Councillor Laxale 6 votes

Voting in favour: Councillors Laxale, Li, Pendleton, Perram, Salvestro-Martin and Simon

The General Manager, as Returning Officer advised that as the number of votes cast for Councillor Etmekdjian and Councillor Laxale were equal, that a draw by lot would be required to be undertaken. The candidate whose name was first drawn by lot would be declared elected as Mayor for the ensuing 12 months.

The General Manager, as Returning Officer organised for each candidate's name to be written on a separate slip, placed in a separate canister and then placed in the ballot box. The Returning Officer's assistant rotated the ballot box and then presented it to the Returning Officer for the draw by lot.

The General Manager, as Returning Officer then drew by lot.

As a result of the draw by lot, COUNCILLOR LAXALE WAS DULY ELECTED MAYOR FOR THE ENSUING YEAR.

The Mayor, Councillor Laxale then assumed the Chair as Mayor, as Chairperson of the meeting.

The Mayor, Councillor Laxale gave a brief acknowledgement following his election.

ITEM 1 (continued)

ATTACHMENT 1

3 DETERMINATION OF OFFICE AND FEE OF DEPUTY MAYOR

RESOLUTION: (Moved by Councillors Maggio and Pendleton)

- (a) That Council elect a Deputy Mayor for a one (1) year term.
- (b) That where the Deputy Mayor is to act in the Office of the Mayor, that this is to be done by way of a Council resolution.
- (c) That where there is a Council resolution in accordance with (b) above, the Deputy Mayor is to be paid a fee to undertake the roles and responsibilities of the Office of the Mayor on a pro rata basis, deducted from the Mayoral Fee.

Record of Voting:

For the Motion: Unanimous

4 ELECTION OF DEPUTY MAYOR FOR ENSUING 12 MONTHS

METHOD OF VOTING FOR ELECTION OF DEPUTY MAYOR

The General Manager, as Returning Officer, presented the options on the method of voting for Deputy Mayor.

RESOLUTION: (Moved by Councillors Pickering and Chung)

- (a) That the method of voting for the election of Deputy Mayor be open voting by a show of hands.
- (b) That the General Manager, as Returning Officer, undertake the election of Deputy Mayor for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

Record of Voting:

For the Motion: Unanimous

As a result of the voting, **THE METHOD OF VOTING FOR ELECTION OF DEPUTY MAYOR WAS OPEN VOTING BY A SHOW OF HANDS.**

The General Manager, as Returning Officer, advised that there were two nominations for the Office of Deputy Mayor, namely Councillor Maggio and Councillor Salvestro-Martin.

The General Manager invited further nominations. There were no further nominations.

ITEM 1 (continued)

ATTACHMENT 1

THE ELECTION FOR DEPUTY MAYOR was conducted by the General Manager, as Returning Officer, which resulted in the following voting:

Councillor Maggio 6 votes

Voting in favour: Councillors Chung, Etmekdjian, Maggio, Pickering, Stott and Yedelian OAM

Councillor Salvestro-Martin 5 votes

Voting in favour: Councillors Laxale, Li, Perram, Salvestro-Martin and Simon

Informal Votes 1 vote

As Councillor Pendleton abstained from voting

As a result of the voting, COUNCILLOR MAGGIO WAS DULY ELECTED DEPUTY MAYOR FOR THE ENSUING YEAR

The Deputy Mayor, Councillor Maggio gave a brief acknowledgement following his election.

5 COUNCIL/COMMITTEE MEETINGS - Schedule and Appointment of Councillor Members to Standing Committees

RESOLUTION: (Moved by Councillors Yedelian OAM and Etmekdjian)

- (a) That Council endorse its Standing Committees of Planning and Environment, Works and Community, Ryde Civic Hub Committee and Finance and Governance Committee.
- (b) That Council endorse the **ATTACHED** meeting schedule for Committee and Council meetings for the remainder of 2015 and up to the next Local Government Election in 2016, noting that the schedule may be amended at any time, subject to one month transition period to allow for public notices to be given.
- (c) That Council endorse the following Councillors as members for the Planning and Environment Committee:
 - Councillor Chung
 - Councillor Etmekdjian
 - Councillor Pendleton
 - Councillor Pickering
 - Councillor Simon
 - Councillor Yedelian OAM

ITEM 1 (continued)

ATTACHMENT 1

- (d) That Council endorse the following Councillors as members for the Works and Community Committee:
- Councillor Etmekdjian
 - Councillor Li
 - Councillor Maggio
 - Councillor Pendleton
 - Councillor Perram
 - Councillor Simon
 - Councillor Stott
- (e) That Council endorse the following Councillors as members for the Finance and Governance Committee:
- Councillor Chung
 - Councillor Etmekdjian
 - Councillor Pendleton
 - Councillor Perram
 - Councillor Simon
- (f) That Council endorse the following Councillors as members for the Ryde Civic Hub Committee:
- Councillor Etmekdjian
 - Councillor Pendleton
 - Councillor Perram
 - Councillor Simon
- (g) That Council note that the Committee meetings (Planning and Environment Committee and Ryde Civic Hub Committee) to be held on 13 October 2015 have been cancelled, due to the Councillor attendance at the Local Government NSW Conference on 11 to 13 October 2015.

Record of Voting:

For the Motion: Unanimous

6 ADVISORY AND EXTERNAL COMMITTEES - Appointment of Delegates

Note: Councillor Salvestro-Martin left the meeting at 8.12pm and was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Perram and Simon)

- (a) That the following Councillor delegates be appointed to the following Advisory Committees in accordance with the Terms of Reference, for the ensuing twelve (12) months:

ITEM 1 (continued)

ATTACHMENT 1

Advisory Committee	Councillor Delegates
Access Committee	Councillor Pendleton (Chair)
Bicycle Advisory Committee	Councillor Perram (Chair)
Bushland and Environment Advisory Committee	Councillor Pendleton (Chair) Councillor Perram
Community Harmony Reference Group	Councillor Yedelian OAM (Chair) Councillor Li Councillor Pendleton Councillor Etmekdjian
Eastwood and West Ryde Events and Promotions Advisory Committee	Councillor Etmekdjian (Chair) Councillor Li Councillor Perram
Economic Development Advisory Committee	Councillor Etmekdjian (Chair) Councillor Chung
Heritage Advisory Committee	Councillor Perram (Chair) Councillor Pendleton Councillor Stott
Macquarie Park Forum	Councillor Chung (Chair) Councillor Maggio Councillor Etmekdjian Councillor Perram
Ryde Hunters Hill Joint Library Services Committee (Note: Chairperson is determined at the first Advisory Committee meeting for the ensuing twelve (12) months)	Councillor Chung Councillor Simon
Ryde Youth Forum (Note: No Councillor Chairperson required)	Councillor Maggio Councillor Chung
Sport and Recreation (including Wheeled Sports) Advisory Committee	Councillor Maggio (Chair) Councillor Perram
Status of Women Advisory Committee	Councillor Pendleton (Chair) Councillor Maggio Councillor Stott

- (b) That Council confirm the current members being Councillor Etmekdjian and Councillor Pendleton and the alternate delegates being Councillor Salvestro-Martin and Councillor Chung to the Audit and Risk Committee for the ensuing twelve (12) months.

ITEM 1 (continued)

ATTACHMENT 1

- (c) That due to the recent establishment and appointment of Councillor delegates to the East Ward Events and Promotions Advisory Committee as resolved by Council at its meeting on 11 August 2015 , the appointment of delegates to the East Ward Events and Promotions Advisory Committee next be considered in September 2016.
- (d) That Council appoint the following delegates to NSROC:
- The Mayor, Councillor Laxale
 - Councillor Maggio as a formal delegate
 - Councillors Chung and Etmekdjian as alternate delegates
- (e) That Council appoint Councillors Chung and Yedelian OAM as Council's delegates and Councillor Maggio as an alternate delegate to the Joint Regional Planning Panel.

Record of Voting:

For the Motion: Unanimous

7 CODE OF MEETING PRACTICE

Note: Councillor Salvestro-Martin was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Simon and Pendleton)

- (a) That Council adopt the draft City of Ryde Code of Meeting Practice as amended and **ATTACHED – CIRCULATED UNDER SEPARATE COVER** to this report for public exhibition, for a period of not less than 28 days:
- (b) That a copy of the draft Code of Meeting Practice be provided to the Office of Local Government for comment.
- (c) That public submissions be invited on the draft Code of Meeting Practice from 16 September 2015 to 6 November 2015.
- (d) That a further report be provided to Council on 24 November 2015 to consider adoption of the draft Code of Meeting Practice.

Record of Voting:

For the Motion: Unanimous

ITEM 1 (continued)

ATTACHMENT 1

8 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - 11 to 13 October 2015 - Confirmation of Delegates

Note: Councillor Salvestro-Martin was not present for consideration or voting on this Item.

RESOLUTION: (Moved by The Mayor, Councillor Laxale and Councillor Simon)

That Council confirm the attendance of The Mayor, Councillor Laxale and Councillors Chung, Etmekdjian, Pickering, Salvestro-Martin, Stott and Simon to attend the Local Government NSW Annual Conference as voting delegates.

Record of Voting:

For the Motion: Unanimous

ADDRESS TO COUNCIL

Councillor Li requested to address the meeting.

The Mayor, Councillor Laxale granted permission for Councillor Li to address the meeting.

Councillor Li then addressed the Council.

ACKNOWLEDGEMENT OF COUNCILLOR LI

Note: Councillor Salvestro-Martin was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Simon and Maggio)

That Council thank Councillor Li for his time on Council and wish him the very best for his career and future endeavours.

Record of Voting:

For the Motion: Unanimous

NATIONAL ANTHEM

The National Anthem was sung at the conclusion of the meeting.

ITEM 1 (continued)

ATTACHMENT 1

The meeting closed at 8.28pm

CONFIRMED THIS 22ND DAY OF SEPTEMBER 2015

Chairperson

**2 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING
13/15 held on 1 September 2015**

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1300

REPORT SUMMARY

Attached are the Minutes of the Planning and Environment Committee Meeting 13/15 held on 1 September 2015. The Minutes will be listed for confirmation at the next Planning and Environment Committee Meeting.

All Items 1 and 2 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.

RECOMMENDATION:

That Council note that all Items of the Planning and Environment Committee Meeting 13/15 held on 1 September 2015 were dealt with by the Committee within its delegated powers.

ATTACHMENTS

1 MINUTES - Planning and Environment Committee Meeting - 1 September 2015

ITEM 2 (continued)

ATTACHMENT 1

Planning and Environment Committee
MINUTES OF MEETING NO. 13/15

Meeting Date: Tuesday 1 September 2015

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

Time: 5.00pm

Councillors Present: Councillor Yedelian OAM (Chairperson), The Mayor, Councillor Pickering and Councillor Laxale.

Apologies: Nil.

Leave of Absence: Councillors Chung and Simon.

Absent: Councillor Salvestro-Martin.

Note: In the absence of Councillor Chung, the Deputy Chairperson – Councillor Yedelian OAM chaired the meeting.

Staff Present: Acting Group Manager – Environment and Planning, Service Unit Manager – Assessment, Team Leader – Assessment, Planning Consultant (Creative Planning Solutions), Section Manager – Open Space, Business Support Coordinator – Environment and Planning and Governance, Risk and Audit Coordinator.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 18 August 2015

RESOLUTION: (Moved by Councillor Laxale and The Mayor, Councillor Pickering)

That the Minutes of the Planning and Environment Committee 12/15, held on 18 August 2015, 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.

ITEM 2 (continued)

ATTACHMENT 1

2 142 MORRISON ROAD, PUTNEY – LOT 7362 – DP1166680. Development Application for Installation of Playing Field Lighting at Morrison Bay Park. LDA2014/0289.

Note: Chris Rutter (representing Putney Rangers Football Club), Lina Candy (representing Gladesville Hornsby Football Association), Kerry Nash and Stephen Cooper (objectors representing Morrison Bay Park Community Action Group), Janine Ligato and Emilia Ligato (representing Gladesville Ravens) and Simon James and Alex Stoker (representing the applicant, City of Ryde) addressed the meeting in relation to this Item.

Note: An email from Donna Gaskill, dated 1 September 2015 was tabled in relation to this Item and a copy is ON FILE.

RESOLUTION: (Moved by The Mayor, Councillor Pickering and Councillor Laxale)

- (a) That LDA2014/0289 at 142 Morrison Road, Putney being LOT 7362 – DP1166680 be **APPROVED** subject to the conditions listed in **ATTACHMENT 1**;
- (b) That the persons who made submissions be advised of Council's decision.

Record of Voting:

For the Motion: Unanimous

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

The meeting closed at 5.45pm.

CONFIRMED THIS 15TH DAY OF SEPTEMBER 2015.

Chairperson

**3 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING
12/15 held on 1 September 2015**

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1299

REPORT SUMMARY

Attached are the Minutes of the Works and Community Committee Meeting 12/15 held on 1 September 2015. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

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

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

RECOMMENDATION:

That Council note that all Items of the Works and Community Committee Meeting 12/15 held on 1 September 2015 were dealt with by the Committee within its delegated powers.

ATTACHMENTS

1 MINUTES - Works and Community Committee Meeting - 1 September 2015

ITEM 3 (continued)

ATTACHMENT 1

**Works and Community Committee
MINUTES OF MEETING NO. 12/15**

Meeting Date: Tuesday 1 September 2015

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

Time: 5.00pm

Councillors Present: Councillors Maggio (Chairperson), Etmekdjian, Li, Pendleton, Perram and Stott.

Apologies: Nil.

Staff Present: Acting Group Manager – Community Life, Group Manager – Public Works, Manager – Community Capacity and Events, Sportsground Liaison Officer, Section Manager – Governance and Executive Assistant to Mayor and Councillors.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 4 August 2015

RESOLUTION: (Moved by Councillors Stott and Perram)

That the Minutes of the Works and Community Committee 11/15, held on 4 August 2015, 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 CRICKET FACILITIES IN THE CITY OF RYDE

RESOLUTION: (Moved by Councillors Perram and Pendleton)

- (a) That Council undertake any required repairs to fencing and install rubber sheet material on the cricket net facilities at Gannan Park, Marsfield Park and Morrison Bay Park in the 2015/16 financial year with funds of \$16,000 to be obtained from the Minor Capital Works – Parks budget.
- (b) That Council note that no contributions or specific funding have been offered by Cricket NSW, or any cricket Association or Club to support renewals or repairs at this time.

ITEM 3 (continued)

ATTACHMENT 1

- (c) That Council support the Northern District Cricket Association (NDCA) in making an application for grant funding to renew/ install a synthetic surface on the cricket pitch at Darvall Park.
- (d) That Council continues to liaise with Cricket NSW, Northern District and Inner West Cricket Associations and other local cricket clubs on funding partnership opportunities for the cricket practice facilities at Meadowbank Park and Morrison Bay Park and the outcomes of the discussions will be reported to Council for consideration.

Record of Voting:

For the Motion: Unanimous

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

3 GLEN STREET CARPARK MURAL

RESOLUTION: (Moved by Councillors Li and Stott)

That Council note the installation of murals in Glen Street carpark to occur by end of September 2015.

Record of Voting:

For the Motion: Unanimous

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

4 EASTWOOD MURAL MOON FESTIVAL 2015

RESOLUTION: (Moved by Councillors Perram and Pendleton)

- (a) That Council approve the concept design at Option 1 and the entry panels as outlined in the report and modified by discussion at the Works Committee, for creation of a mural on Eastwood Library wall as part of the Moon Festival on 26 September 2015.
- (b) That Council source funds of \$1,000 plus GST (total cost of the project \$8,100) for the painting of entry panels from the Community Life budget to cover the shortfall of any sponsorship from Ryde Community Forum.

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

The meeting closed at 5.40pm.

CONFIRMED THIS 15TH DAY OF SEPTEMBER 2015.

Chairperson

**4 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING
14/15 held on 15 September 2015**

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1340

REPORT SUMMARY

The Minutes of the Planning and Environment Committee Meeting 14/15 held on 15 September 2015 are to be circulated on Thursday, 17 September 2015 after the meeting has been conducted. The Minutes will be listed for confirmation at the next Planning and Environment Committee Meeting.

A report detailing Items which were dealt with by the Committee within its delegated powers, together with any Committee recommendations will be circulated at the same time as the Minutes on Thursday, 17 September 2015.

**5 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING
13/15 held on 15 September 2015**

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1341

REPORT SUMMARY

The Minutes of the Works and Community Committee Meeting 13/15 held on 15 September 2015 are to be circulated on Thursday, 17 September 2015 after the meeting has been conducted. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

A report detailing Items which were dealt with by the Committee within its delegated powers, together with any Committee recommendations will be circulated at the same time as the Minutes on Thursday, 17 September 2015.

**6 VOLUNTARY PLANNING AGREEMENT 113-115 CHURCH STREET RYDE
 & 13-15 PORTER STREET RYDE**

Report prepared by: Development Contributions Coordinator
File No.: VPA2015/70 - BP15/1210

REPORT SUMMARY

The Applicant to Development Application number LDA2015/70, relating to an approved 62 unit residential flat development at 13-15 Porter Street and 113-115 Church Street Ryde proposes an extra storey comprising an additional 6 units and has offered to enter into a Planning Agreement with Council in relation to the proposed development.

The offer comprises:

Contribution Item	Description	Value
Strata Titled Apartment	First floor 1 bedroom unit to be an accessible & affordable housing unit	\$600,000
Parking space	Secure & disabled + 3 m ² storage	\$30,000
Monetary contribution		\$125,000
Total approximate value		\$755,000

This offer has a substantial benefit to the City of Ryde and the community.

The VPA, if executed, will form a contractual agreement between the Applicant, being Eastern Pearl Pty Limited and the Council of the City of Ryde.

The offer is in accordance with the Council's Planning Agreement Policy which was endorsed by Council via a resolution on the 14 July 2015. The offer represents an approximate value equivalent to 23% of the market value of the additional units proposed and is recommended.

ITEM 6 (continued)**RECOMMENDATION:**

- (a) That Council accept the written offer dated 3 September 2015 from Eastern Pearl Pty Limited to enter into a Voluntary Planning Agreement in relation to Development Application number LDA2015/70 for the construction of an additional storey to an approved residential flat development 13-15 Porter Street and 113-115 Church Street Ryde which will deliver the following contributions to Council:
- i. The transfer at no cost to Council of a strata titled unit with a minimum internal area of 51m², an associated balcony of 12m² in area, an associated secure disabled car parking space of 16m² and an associated 3m² of secure storage space for the purpose of an accessible and affordable housing unit;
 - ii. The payment to Council of a monetary contribution in the amount of \$125,000 to be utilised for the purpose of delivering public facilities within the Ryde LGA.
- (b) That Council delegate authority to the General Manager to negotiate the specific terms of the Voluntary Planning Agreement, and to subsequently exhibit a draft of the Voluntary Planning Agreement in accordance with the relevant provisions of the Environmental Planning and Assessment act 1979;
- (c) That Council delegate authority to the General Manager to
- i. Authorise any minor changes to the draft Voluntary Planning Agreement following its public exhibition, provided that those changes do not diminish the value or nature of the public benefits to be delivered as identified in (a) above;
 - ii. Subsequently enter into the Voluntary Planning Agreement on behalf of Council; and
 - iii. Any land to be dedicated to Council under the terms of the voluntary Planning Agreement is to be classified as Operational Land in accordance with the provisions of Section 31(2) of the Local Government Act 1993.

ATTACHMENTS

- 1 VPA EASTERN PEARL_letter of offer

ITEM 6 (continued)

Report Prepared By:

Simeon McGovern
Development Contributions Coordinator

Report Approved By:

John Brown
Acting Manager - Urban Planning

Sam Cappelli
Acting Group Manager - Environment and Planning

ITEM 6 (continued)

Site



Proposed Development



Discussion

The development site comprises 13 - 15 Porter Street and 115-117 Church Street, approval for which was granted under LDA2014/236 on 5 November 2014. The approval granted the construction of a mixed use development comprising of two buildings, Building 'A' facing Porter Street and Building B facing Church Street; 62 apartments and 91 car parking spaces.

This Planning Agreement relates to the development application LDA2015/70. This application seeks approval to increase Building B (fronting Church Street) by one storey and to provide six additional apartments.

The additional floor will contain 4 x 1 bedroom and 2 x 2 bedroom apartments.

ITEM 6 (continued)

The building at 115-117 Church Street was approved on LDA2014/236 with an FSR of 2.02:1 reflecting an outcome 51m² above expectations. This variation was considered acceptable as there was no floor space control applicable at the time. The extra storey increases the FSR to 2.18:1 through the addition of another 419 m² of floor area.

The additional storey does not breach the height control of 21.5 metres, the new apartments are set back 3 metres from the Church Street façade and the overshadowing impact remains compliant. It is the FSR increase that has prompted the developer to offer this draft Voluntary Planning Agreement.

Councillor Representations

No representations were made by Councillors.

Political Donations or Gifts

No political donations or gifts were made.

Context

Planning Agreements are voluntary agreements that allow Development Contributions such as the dedication of land at no cost to Council, monetary contributions, any other material public benefit or any combination of these for a public purpose.

Planning Agreements form one part of Council's developer contribution system. This developer contribution system includes Council's Section 94 or Section 94A contribution plans (as the case may be) that have been adopted in accordance with the relevant provisions of the Act.

Any offer to enter into a Planning Agreement with Council is to be initialised in writing to the Council by the Developer.

The written offer is to contain adequate information for Council to properly consider whether or not to accept the offer. In this regard, the offer should include as much information as possible including but not limited to the following matters:

- a) The Land to which the Planning Agreement relates, including its legal description;
- b) The Development Application or Planning Proposal that relates to the Planning Agreement;
- c) The Developer's details;

ITEM 6 (continued)

- d) If the Developer is not the owner of the subject land, then the land owner's details and whether the land owner intends to enter into the Planning Agreement as well (if so, a written offer will also be required from the relevant land owner(s);
- e) The Public Benefits being offered under the terms of the Planning Agreement; and
- f) The nature of the security to be provided for the Public Benefits.

Planning Agreements are separate from, but complement Council's Section 94 or Section 94A (as the case may be) contribution plans. Planning Agreements provide an efficient means of increasing and broadening the range of community infrastructure in conjunction with redevelopment. Planning Agreements may arise through either a Development Application or a request for an Instrument Change. The acceptance of an offer to enter into a Planning Agreement is at the absolute discretion of Council.

Council will not accept any component of a public benefit under the terms of a Planning Agreement if that component is already required to be provided by virtue of a condition of a development consent with the exception where the Planning Agreement proposes any off sets to contributions under Section 94 or Section 94A (as the case may be) of the Act.

In determining whether to accept an offer to enter into a Planning Agreement, the Council is required to take into consideration a number of matters including the nature and value of the public benefit being offered in proportion to the nature and value of the exceedance of the planning controls sought by the Applicant in the case of a Development Application or any Instrument Change.

Consideration of this Voluntary Planning Agreement

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies
<p><i>(1) A planning agreement is a voluntary agreement or other arrangement under this Division between a planning authority (or 2 or more planning authorities) and a person (the developer):</i></p> <p><i>(a) who has sought a change to an environmental planning instrument, or</i></p> <p><i>(b) who has made, or proposes to make, a development application, or</i></p>	<p>The proponents are seeking to provide:</p> <ul style="list-style-type: none"> • Transfer of title to Council of an accessible and affordable housing unit with an associated basement parking bay and storage area. • Monetary contribution to the City of Ryde for the additional FSR 	<p>Yes</p> <p>Yes</p>

ITEM 6 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies
<p><i>(c) who has entered into an agreement with, or is otherwise associated with, a person to whom paragraph (a) or (b) applies, under which the developer is required to dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a public purpose.</i></p>	<p>The provisions of the above constitute material public benefits which shall be used and applied towards a public purpose.</p>	<p>Yes</p>
<p><i>(2)A public purpose includes (without limitation) any of the following:</i></p> <p><i>(a)the provision of (or the recoupment of the cost of providing) public amenities or public services,</i></p> <p><i>(b)the provision of (or the recoupment of the cost of providing) affordable housing,</i></p> <p><i>(c)the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land,</i></p> <p><i>(d) the funding of recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure,</i></p> <p><i>(e) the monitoring of the planning impacts of development,</i></p> <p><i>(f) the conservation or enhancement of the natural environment.</i></p>	<p>All matters included within the VPA constitute public amenity.</p> <p>An accessible affordable housing is being transferred to Council's ownership</p> <p>The proposal does not include any maintenance provision.</p> <p>No monitoring of planning impacts is provided.</p> <p>No conservation or enhancement of the natural environment is provided.</p>	<p>Yes</p> <p>Yes</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>

ITEM 6 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies
<p><i>(3) A planning agreement must provide for the following:</i></p> <p><i>(a) a description of the land to which the agreement applies,</i></p> <p><i>(b) a description of:</i> <i>the change to the environmental planning instrument to which the agreement applies, or</i> <i>(ii) the development to which the agreement applies,</i></p> <p><i>(c) the nature and extent of the provision to be made by the developer under the agreement, the time or times by which the provision is to be made and the manner by which the provision is to be made,</i></p> <p><i>(d) in the case of development, whether the agreement excludes (wholly or in part) or does not exclude the application of section 94, 94A or 94EF to the development,</i></p> <p><i>(e) if the agreement does not exclude the application of section 94 to the development, whether benefits under the agreement are or are not to be taken into consideration in determining a development contribution under section 94,</i></p> <p><i>(f) a mechanism for the resolution of disputes under the agreement,</i></p>	<p>It is considered that the VPA adequately satisfies the requirement of this part.</p>	<p>Yes</p>

ITEM 6 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies
<i>(g) the enforcement of the agreement by a suitable means, such as the provision of a bond or guarantee, in the event of a breach of the agreement by the developer.</i>		
<i>(3A) A planning agreement cannot exclude the application of section 94 or 94A in respect of development unless the consent authority for the development or the Minister is a party to the agreement.</i>	The VPA does not exclude the operation of Section 94 on the proposed development.	Yes
<i>(5A) A planning authority, other than the Minister, is not to enter into a planning agreement excluding the application of section 94EF without the approval of:</i> <i>(a) the Minister, or</i> <i>(b) a development corporation designated by the Minister to give approvals under this subsection.</i>	Section 94EF does not apply to the proposal.	N/A
<i>(6) If a planning agreement excludes benefits under a planning agreement from being taken into consideration under section 94 in its application to development, section 94 (6) does not apply to any such benefit.</i>	The VPA does not seek such exclusions.	N/A
<i>(7) Any Minister, public authority or other person approved by the Minister is entitled to be an additional party to a planning agreement and to receive a benefit under the agreement on behalf of the State.</i>	No additional parties are proposed.	N/A

ITEM 6 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies
<i>(8) A council is not precluded from entering into a joint planning agreement with another council or other planning authority merely because it applies to any land not within, or any purposes not related to, the area of the council.</i>	No joint planning agreement with another council or planning authority is proposed.	N/A
<i>(9) A planning agreement cannot impose an obligation on a planning authority: (a) to grant development consent, or (b) to exercise any function under this Act in relation to a change to an environmental planning instrument.</i>	The planning agreement does not impose an obligation to grant development consent or change an environmental planning instrument. Whilst the VPA forms part of the Development Application, support of the VPA does not grant approval to the Development Application.	Yes
<i>(10) A planning agreement is void to the extent, if any, to which it requires or allows anything to be done that, when done, would breach this section or any other provision of this Act, or would breach the provisions of an environmental planning instrument or a development consent applying to the relevant land.</i>	The benefit of the affordable housing unit offered does not require further consideration in the development consent.	Yes

As identified above, the proposed Voluntary Planning Agreement satisfies the principles underlying the use of planning agreements and fulfils categories of works that Council will consider as part of a VPA.

The value of the VPA offer comprises of a monetary contribution and the dedication of the housing unit. Both of these benefits will contribute to the community, albeit in different ways.

The proponent remains liable for S94 development contribution fees in addition to the public benefits under offer.

ITEM 6 (continued)

Consultation with relevant internal bodies

The VPA Panel met on the 4 June 2015 and this proposal is now in accordance with the panel's recommendations.

Consultation with relevant external bodies

No additional consultation with external parties has been undertaken.

Financial Implications

Should Council resolve to enter into this VPA it will result in a financial benefit of \$755,000 as detailed below:

Contribution Item	Value
Strata Titled Apartment	\$600,000
Parking space	\$30,000
Monetary Contribution	\$125,000
Total approximate value	\$755,000

This approximate value is equivalent to 23% of the market value of the additional units provided on the single floor through DA2015/70 to which this VPA relates.

Please Note: S94 payments will also apply as part of this agreement.

Options

There are three options available to Council when considering the merits of this VPA:

- 1) Endorse the draft VPA as recommended by this report. In this case, both the City of Ryde and the community will benefit by receiving the monetary contribution of \$125,000 and obtaining an affordable and accessible unit which can be leased for key worker housing. The total benefit to the City of Ryde is \$755,000.
- 2) Refuse the draft VPA. In this case the City of Ryde and the local community will receive no benefit.
- 3) Seek amendments to the VPA as deemed appropriate by Council.

ITEM 6 (continued)

ATTACHMENT 1

3 September 2015

Attention: Paul Kapetas
The Council of the City of Ryde
1 Devlin Street
RYDE NSW 2112

To Whom It May Concern

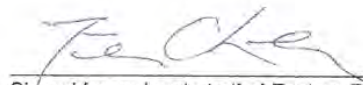
**Voluntary Planning Agreement with Ryde City Council
115-117 Church Street and 13-15 Porter Street, Ryde NSW 2112**

We, Eastern Pearl Pty Ltd, hereby formally offer to enter into a Voluntary Planning Agreement with The Council of the City of Ryde in relation to the Development Application of the above property, which was lodged with Council on 4 February 2015.

We make this offer to enter into the Voluntary Planning Agreement for the purpose of providing the following to Council:

1. An Affordable Housing Unit including a 51sqm internal unit size and a 12sqm integral balcony;
2. A Disabled Car Space approximately 16sqm in area located in a secured basement with a 3sqm associated storage; and
3. A monetary contribution of \$125,000.00.

We acknowledge and hereby accept that we will be borne by Council's reasonable legal fees involved in the preparation and negotiation of the Voluntary Planning Agreement.



Signed for and on behalf of Eastern Pearl Pty Ltd ACN 095 570 862

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7 VOLUNTARY PLANNING AGREEMENT FOR 388-392 LANE COVE ROAD MACQUARIE PARK

Report prepared by: Development Contributions Coordinator
File No.: LEP2014/9/1 - BP15/1225

REPORT SUMMARY

The Applicant (Shri Ganesh Capital Pty Limited ATF Macquarie Business Centre Unit Trust) proposes to construct a serviced apartment development at 388 -392 Lane Cove Road and has offered to enter into a Planning Agreement with Council in relation to the proposed development. This offer has a substantial benefit to the City of Ryde and the community.

The offer comprises:

Contribution	Quantum	Council published current rate	
FSR Uplift	2,477.00	\$262.61	\$650,484.97
S94 whole building (1)	7,431.00	\$129.67	\$963,577.77
Subtotal			\$1,614,062.74
Offset			
Dedicated Land*	276.30	\$262.61	\$72,599.14
Works to Embellish Land (2)*	139.00	\$399.17	\$55,484.24
Existing structures on site (3)	2.00	\$20,000.00	\$40,000.00
Subtotal			\$168,043.38
Net Total			\$1,446,019.36

The Applicant proposes to construct a serviced apartment development, in accordance with the Planning Proposal which was reported to Council on 10 March 2015. Council resolved to support the Planning Proposal and then forward it for a gateway determination.

The Planning Proposal seeks access to floor space (from 2:1 to 3:1 and height (from 37m to 65m) in line with the LEP 2014 Amendment 1 incentives. The FSR uplift totals 2,477m². To provide this uplift, LEP 2014 Amendment 1 requires that the fine grain road, Hyundai Lane, be widened to 16 m to implement the access network.

The Planning Proposal will be exhibited once a satisfactory VPA with Council has been negotiated; the two documents will then be exhibited concurrently.

ITEM 7 (continued)**RECOMMENDATION:**

- (a) That Council accept the written offer of 21 August 2015 from Shri Ganesh Capital Pty Limited ATF Macquarie Business Centre Unit Trust to enter into a Voluntary Planning Agreement in relation to the Planning Proposal for 388-392 Lane Cove Road Macquarie Park. The Voluntary Planning Agreement will require the Applicant to pay a cash contribution and dedicate land and undertake embellishment works as described below:
- i. Dedicate 276.30m² of land in order to widen Hyundai Drive by 5.8m;
 - ii. Undertake the embellishment works for 139m² of the road in accordance with the Macquarie Park DCP 2014;
 - iii. Pay a monetary contribution of \$650,484.97 to the City of Ryde.
- (b) That Council delegate authority to the General Manager to negotiate the specific terms of the Voluntary Planning Agreement, and to subsequently exhibit a draft of the Voluntary Planning Agreement in accordance with the relevant provisions of the Environmental Planning and Assessment act 1979;
- (c) That Council delegate authority to the General Manager to:
- i. Authorise any minor changes to the draft Voluntary Planning Agreement, following its public exhibition, provided that those changes do not diminish the value or nature of the public benefits to be delivered as identified in (a) above;
 - ii. Subsequently enter into the Voluntary Planning Agreement on behalf of Council; and
 - iii. Any land to be dedicated to Council under the terms of the voluntary Planning Agreement is to be classified as Operational Land in accordance with the provisions of Section 31(2) of the Local Government Act 1993.

ATTACHMENTS

- 1 Letter of offer 388 Lane Cove Road_ 21082015

ITEM 7 (continued)

Report Prepared By:

Simeon McGovern
Development Contributions Coordinator

Report Approved By:

John Brown
Acting Manager - Urban Planning

Sam Cappelli
Acting Group Manager - Environment and Planning

ITEM 7 (continued)**Discussion**

To support growth in Macquarie Park, Council identified that the area requires substantial new infrastructure, including new roads and open space. This infrastructure is required to meet the needs of the existing and future residents and workers of the precinct.

Council has had a planning incentives scheme in place in the Macquarie Park Corridor since 2006. In 2008 refinements were made to strengthen the incentive planning controls; these were included in a draft LEP Amendment known as DLEP Amendment 1.

In 2011 Council undertook a further review of the Macquarie Park DCP and the DLEP Amendment 1. The recommendations of the review were to allow additional height and FSR as a planning incentive mechanism to fund and deliver local roads and open space.

The incentive developments standards recommended were:

- Increase the maximum height limit from 37m to 65m
- Increase the maximum FSR from 2:1 to 3:1

DLEP Amendment 1 was adopted by Council on 22 October 2013 and this instrument is currently with the Department of Planning and Environment awaiting gazettal.

Background

Council considered on 10 March 2015 a Planning Proposal (PP) to amend controls within LEP 2014 as they apply to 388 – 392 Lane Cove Road, Macquarie Park being LOTS 44 – 46 in DP1111722 (known as the “the site”).

The Planning Proposal seeks to review the height and floor space controls that apply to the site to facilitate the development of the site for a serviced apartment development containing 154 serviced apartments and approximately 120 car parking spaces.

The site is currently zoned B3 Commercial Core (B3) and serviced apartments are a permitted use in the B3 zone with Council consent.

A Proposed Concept Masterplan for the site was submitted with the PP. The table below indicates the proposed development within that Masterplan.

ITEM 7 (continued)

SUMMARY OF PROPOSED AND EXISTING DEVELOPMENT

388 – 392 Lane Cove Road, Macquarie Park	
Existing Land Use	Two single storey brick cottages separated by a hardstand area Currently used as a plant hire office and storage of heavy earthworks equipment
Proposed Land Use	Serviced apartment development containing:- <ul style="list-style-type: none"> • 154 serviced apartments/120 car spaces • Ground floor café and lobby • 1st floor roof garden • Roof level recreation area containing lap pool, café, gym and bar facilities
Proposed Building Heights	Increase in building height from 37m to 65m (18 storeys over 3 basement parking levels)
Proposed Floor Space Ratio	Increase in FSR from 2:1 to 3:1



Under Amendment 1 the site has a maximum FSR of 3:1 and a maximum height of 65m. The additional FSR and height is subject to the provision of a Voluntary Planning Agreement being entered into with Council which includes the dedication of a strip of land to increase the width of the adjacent Hyundai Drive from 10m to 16m as indicated on the Open Space Network Strategy Plan.

The proposed increases in the PP to FSR and height on the site are in accordance with those permitted under Amendment 1. The master plan for the site was reviewed by the Urban Design Review Panel (URDP) on the 12 November 2014. UDRP advised that the panel supported the overall direction and architectural treatment of the proposal.

As the development proposed for the site complies with the zoning of the land under Ryde LEP 2014 and the floor space and height controls in the PP comply with those in Draft Ryde LEP 2014 (Amendment 1) it was recommended that the proposal at 388-392 Lane Cove Rd be supported and that a Voluntary Planning Agreement be prepared.

ITEM 7 (continued)**Context**

Planning Agreements are voluntary agreements that allow Development Contributions such as the dedication of land at no cost to Council, monetary contributions, any other material public benefit or any combination of these for a public purpose.

Planning Agreements form one part of Council's developer contribution system. This developer contribution system includes Council's Section 94 or Section 94A contribution plans (as the case may be) that have been adopted in accordance with the relevant provisions of the Act.

Any offer to enter into a Planning Agreement with Council is to be initialised in writing to the Council by the Developer.

The written offer is to contain adequate information for Council to properly consider whether or not to accept the offer. In this regard, the offer should include as much information as possible including but not limited to the following matters:

- a) The Land to which the Planning Agreement relates, including its legal description;
- b) The Development Application or Planning Proposal that relates to the Planning Agreement;
- c) The Developer's details;
- d) If the Developer is not the owner of the subject land, then the land owner's details and whether the land owner intends to enter into the Planning Agreement as well (if so, a written offer will also be required from the relevant land owner(s));
- e) The Public Benefits being offered under the terms of the Planning Agreement; and
- f) The nature of the security to be provided for the Public Benefits.

Planning Agreements are separate from, but complement Council's Section 94 or Section 94A (as the case may be) contribution plans. Planning Agreements provide an efficient means of increasing and broadening the range of community infrastructure in conjunction with redevelopment. Planning Agreements may arise through either a Development Application or a request for an Instrument Change. The acceptance of an offer to enter into a Planning Agreement is at the absolute discretion of Council.

ITEM 7 (continued)

Council will not accept any component of a public benefit under the terms of a Planning Agreement if that component is already required to be provided by virtue of a condition of a development consent with the exception where the Planning Agreement proposes any off sets to contributions under Section 94 or Section 94A (as the case may be) of the Act.

In determining whether to accept an offer to enter into a Planning Agreement, the Council is required to take into consideration a number of matters including the nature and value of the public benefit being offered in proportion to the nature and value of the exceedance of the planning controls sought by the Applicant in the case of a Development Application or any Instrument Change.

Consideration of this Voluntary Planning Agreement

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies?
<p><i>(1) A planning agreement is a voluntary agreement or other arrangement under this Division between a planning authority (or 2 or more planning authorities) and a person (the developer):</i></p> <p><i>(a) who has sought a change to an environmental planning instrument, or</i></p> <p><i>(b) who has made, or proposes to make, a development application, or</i></p> <p><i>(c) who has entered into an agreement with, or is otherwise associated with, a person to whom paragraph (a) or (b) applies,</i></p> <p><i>under which the developer is required to dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a public purpose.</i></p>	<p>The proponents are seeking to provide:</p> <ul style="list-style-type: none"> • Dedication of land for the widening of Hyundai Lane • Monetary contribution to the City of Ryde for an uplift in FSR <p>The provisions of the above constitute material public benefits which shall be used and applied towards a public purpose.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>

ITEM 7 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies?
<p><i>(2) A public purpose includes (without limitation) any of the following:</i></p> <p><i>(a) the provision of (or the recoupment of the cost of providing) public amenities or public services,</i></p> <p><i>(b) the provision of (or the recoupment of the cost of providing) affordable housing,</i></p> <p><i>(c) the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land,</i></p> <p><i>(d) the funding of recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure,</i></p> <p><i>(e) the monitoring of the planning impacts of development,</i></p> <p><i>(f) the conservation or enhancement of the natural environment.</i></p>	<p>All matters included within the VPA constitute public amenity.</p> <p>The proposal does not include any maintenance provision.</p> <p>No monitoring of planning impacts is provided.</p> <p>No conservation or enhancement of the natural environment is provided.</p>	<p>Yes</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>
<p><i>(3) A planning agreement must provide for the following:</i></p> <p><i>(a) a description of the land to which the agreement applies,</i></p>	<p>It is considered that the VPA adequately satisfies the requirement of this part.</p>	<p>Yes</p>

ITEM 7 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies?
<p><i>(b) a description of: the change to the environmental planning instrument to which the agreement applies, or (ii) the development to which the agreement applies,</i></p> <p><i>(c) the nature and extent of the provision to be made by the developer under the agreement, the time or times by which the provision is to be made and the manner by which the provision is to be made,</i></p> <p><i>(d) in the case of development, whether the agreement excludes (wholly or in part) or does not exclude the application of section 94, 94A or 94EF to the development,</i></p> <p><i>(e) if the agreement does not exclude the application of section 94 to the development, whether benefits under the agreement are or are not to be taken into consideration in determining a development contribution under section 94,</i></p> <p><i>(f) a mechanism for the resolution of disputes under the agreement,</i></p>		

ITEM 7 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies?
<i>(g) the enforcement of the agreement by a suitable means, such as the provision of a bond or guarantee, in the event of a breach of the agreement by the developer.</i>		
<i>(3A) A planning agreement cannot exclude the application of section 94 or 94A in respect of development unless the consent authority for the development or the Minister is a party to the agreement.</i>	The VPA does not exclude the operation of Section 94 on the proposed development.	Yes
<i>(5A) A planning authority, other than the Minister, is not to enter into a planning agreement excluding the application of section 94EF without the approval of:</i> <i>(a) the Minister, or</i> <i>(b) a development corporation designated by the Minister to give approvals under this subsection.</i>	Section 94EF does not apply to the proposal.	N/A
<i>(6) If a planning agreement excludes benefits under a planning agreement from being taken into consideration under section 94 in its application to development, section 94 (6) does not apply to any such benefit.</i>	The VPA does not seek such exclusions.	N/A

ITEM 7 (continued)

Environmental Planning and Assessment Act 1979 Clause 93F		
Clause 93F	Proposal	Complies?
<i>(7) Any Minister, public authority or other person approved by the Minister is entitled to be an additional party to a planning agreement and to receive a benefit under the agreement on behalf of the State.</i>	No additional parties are proposed.	N/A
<i>(8) A council is not precluded from entering into a joint planning agreement with another council or other planning authority merely because it applies to any land not within, or any purposes not related to, the area of the council.</i>	No joint planning agreement with another council or planning authority is proposed.	N/A
<i>(9) A planning agreement cannot impose an obligation on a planning authority:</i> <i>(a) to grant development consent, or</i> <i>(b) to exercise any function under this Act in relation to a change to an environmental planning instrument.</i>	The planning agreement does not impose an obligation to grant development consent or change an environmental planning instrument. Whilst the VPA forms part of the Development Application, support of the VPA does not grant approval to the Development Application.	Yes
<i>(10) A planning agreement is void to the extent, if any, to which it requires or allows anything to be done that, when done, would breach this section or any other provision of this Act, or would breach the provisions of an environmental planning instrument or a development consent applying to the relevant land.</i>	The benefit of the increased FSR and widening of Hyundai Lane is in accordance with the provisions of Amendment 1 Schedule G	Yes

ITEM 7 (continued)

As identified above, the proposed Voluntary Planning Agreement satisfies the principles underlying the use of Planning Agreements and is in line with works that Council will consider as part of a VPA.

This VPA provides the mechanism by which the developer and Council can work together to deliver a significant public benefit – the expansion of the fine grain road network.

Consultation with relevant external bodies

The Department of Planning and Environment on the 9 April 2015 issued a Gateway determination to allow the Planning Proposal (PP) for 388 – 392 Lane Cove Rd Macquarie Park to be exhibited subject to a number of conditions one of which related to consultation occurring prior to exhibition of the PP with Transport NSW and the Roads and Maritime Service. As a result of that consultation, changes have been required to be made to the PP with respect to traffic movements along the proposed widened Hyundai Drive, the widening of the roadway itself occurring as result of the subject VPA. An amended traffic report was also required to be provided. The submissions received from Transport NSW and the RMS will be exhibited with all amended documentation.

Financial Implications

The VPA is structured so that the Applicant will provide to Council a cash contribution, land dedication to widen Hyundai Lane (which forms part of the fine grain road network), as well as road embellishments to improve local amenity. The total value to Council is estimated to be \$1,446,019.36.

Contribution	Quantum	Council published current rate	
FSR Uplift	2,477.00	\$262.61	\$650,484.97
S94 whole building (1)	7,431.00	\$129.67	\$963,577.77
		Subtotal	\$1,614,062.74
Offset			
Dedicated Land*	276.30	\$262.61	\$72,599.14
Works to Embellish Land (2)*	139.00	\$399.17	\$55,484.24
Existing structures on site (3)	2.00	\$20,000.00	\$40,000.00
		Subtotal	\$168,043.38
		Net Total	\$1,446,019.36

* The land dedication as part of this Agreement will contribute to the expansion of the fine grain road network and enhance connectivity and traffic management within the precinct.

As noted above, this calculation includes the S94 development contribution fees in addition to the public benefits under offer.

ITEM 7 (continued)**Options**

There are three options available to Council when considering the merits of this VPA:

- 1) Endorse the draft VPA as recommended by this report. In this case, both the City of Ryde and the community will benefit by receiving the monetary contribution of \$650,484.97 and obtaining the dedication and embellishment of land for the widening of Hyundai Lane. In addition, the proposed development will provide after-hours activation along Lane Cove Road which will benefit the broader community. The total financial benefit to the City of Ryde is \$1,446,019.36.
- 2) Refuse the draft VPA. In this case the Council of City of Ryde and the local community will receive no benefit and no expansion of the fine grain road network.
- 3) Seek amendments to the VPA as deemed appropriate by Council.

ITEM 7 (continued)

ATTACHMENT 1



21 August 2015

The General Manager
The Council of the City of Ryde
1 Devlin Street,
Ryde, NSW 2112
ATTENTION: Mr. Malcolm Harrild

Dear Mr Harrild

**388-392 Lane Cove Road, Macquarie Park - offer to enter into Voluntary Planning Agreement
Planning Proposal 13637 dated 2 December 2014**

We refer to our meeting on 9 September 2014, and subsequent correspondence.

This letter outlines the offer of Shri Ganesh Capital Pty Limited ATF Macquarie Business Centre Unit Trust (**Developer**) to enter into a voluntary planning agreement (**VPA**) with the Council of the City of Ryde (**Council**), as foreshadowed at that meeting.

The Land

Developer has submitted the planning proposal No. 13637 dated 2 December 2014 (**Planning Proposal**) over the land comprising lots 44, 45 and 46 in Deposited Plan 1111722, being the whole of the land in Certificate of Title Folio Identifiers 44/1111722, 45/1111722 and 46/1111722, known as 388-392 Lane Cove Road, Macquarie Park 2113 (**the Land**), on which it intends to carry out the development.

The Development and Development Application

Developer is proposing to demolish existing houses, erect a building for the purpose of serviced apartments and carry out landscaping, and ancillary road works. In addition, Developer offers to carry out Contribution Works and the dedication of Contribution Land (**the Development**). This will be the subject of a development application which will be lodged in near future.

The Planning Proposal

In order to enable the Development to be carried out, the Ryde Local Environmental Plan 2014 (**LEP**) is proposed to be amended.

The Planning Proposal is consistent with the proposed updated controls (floor space ratio and height) in Council's own planning proposal previously submitted to the Minister, the *Macquarie Park Corridor Planning Proposal*. However, as there have been delays in the progression of that planning proposal, the Planning Proposal has been submitted on a site specific basis.

Details of Shri Ganesh's Offer

In recognition of the change sought to the LEP by the Planning Proposal, and the additional demand on public resources created by the Development, in accordance with section 93I of the *Environmental Planning and Assessment Act 1979 (Act)*, Developer offers to enter into a voluntary planning agreement with the Council on the following terms.

ITEM 7 (continued)

ATTACHMENT 1



1. Details of the proposed change to an Environmental Planning Instrument

As set out in the Planning Proposal, it is proposed to amend the floor space ratio (FSR) and height controls in the LEP. Specifically, the proposal is to:

- increase the maximum height limit for buildings from 37m to 65m; and
- increase the maximum FSR from 2:1 to 3:1.

2. Details of the Development

The Development will comprise the demolition of existing houses on the subject land, construction and use of a building, landscaping, and ancillary works for the purpose of serviced apartments, together with the carrying out of the Contribution Works and dedication of Contribution Land.

3. Details of the land the subject of the planning agreement

The Land the subject of the VPA comprises lots 44, 45 and 46 in Deposited Plan 1111722, being the whole of the land in Certificate of Title Folio Identifiers 44/1111722, 45/1111722 and 46/1111722, and known as 388-392 Lane Cove Road, Macquarie Park, NSW 2113

4. A full list of proposed parties to the voluntary planning agreement

The VPA is to be between the Council and Developer.

The details for the Developer are as follows:

Shri Ganesh Capital Pty Limited ATF Macquarie Business Centre Unit Trust
ACN 719 265 512
Level 18, Gold Fields House, 1 Alfred Street, Sydney, NSW 2000

Developer Representative:
Michael Row
Associate, JBA Urban
Level 7, 77 Berry Street
North Sydney NSW 2060
Direct: 9409 4921
Main: 9955 6962
Mobile: 0403 043 345
email: mrowe@jbaurban.com.au

5. Details of the level and nature of contributions

Developer offers the following contributions:

- (a) the dedication of part of the Land, being an area of approximately 276.3 square metres, for the purpose of road widening on part of Hyundai Drive (**Contribution Land**); and
- (b) carrying out road and footpath construction (including road surfacing, paving, kerb re-alignment, drainage works, service requirements, street lighting, traffic control and associated infrastructure) (**Contribution Works**); and
- (c) a monetary contribution, which comprises the sum value of:
 - (i) the value of the FSR uplift (being 2,477m² x \$262.61 = \$650,484.97); and
 - (ii) the amount of the applicable section 94 contribution for the Development;

ITEM 7 (continued)

ATTACHMENT 1



less:

- (iii) the area of the Contribution Land (per square metre) x \$262.61; and
- (iv) the cost of the Contribution Works.

If the sum of (iii) and (iv) are greater than (i) and (ii), no monetary contribution will be payable.

6. Timeframes and milestones for the contributions to be provided

The contributions are proposed to be provided prior to the issue of the construction certificate for any part of the Development, and prior to the occupation of any part of the Development.

7. The provision of security and means of enforcement

The Developer proposes that a bond be provided to Council in relation to the Contribution Works in order to ensure that Council has suitable means to enforce the VPA.

In addition, the Developer agrees to allow Council to register the VPA on the title of the Land, and do all things necessary to allow Council to register the VPA on title, until Starin has complied with its obligations in relation to the Contribution Land, Contribution Works and payment of the Contribution Amount.

8. Exclusion of sections 94, 94A and 94EF

The contribution which would ordinarily be imposed under Council's section 94 plan is proposed instead to be included as part of the monetary contribution to be provided under the VPA. Therefore, as all contributions, including the amount ordinarily imposed by way of section 94 contribution, will be imposed under the VPA, it is necessary to exclude the operation of sections 94 and section 94A of the Act. The VPA will not exclude section and 94EF of the Act.

9. Copies of relevant documents

The VPA is attached to this letter for Council's review and execution.

10. Written confirmation of legal fees and associated costs

We confirm that Developer will pay the Council's reasonable legal fees and associated costs of preparing, and notifying, the VPA.

Should Council may require any further information kindly contact Michael Row our representative or Anurag Thukral at anurag@starin.com.au.

Yours Faithfully



Anurag Thukral
CEO
Shri Ganesh Capital Pty Ltd
Shri Ganesh Capital Pty Limited ATF Macquarie Business Centre Unit Trust

8 STRENGTHENING RYDE - ESTABLISHMENT OF PROGRAM 2015-2019

Report prepared by: Chief Financial Officer**File No.:** GMG/10/1/30/1 - BP15/1371

REPORT SUMMARY

This report seeks Council's consideration of proposed initiatives to be undertaken by the City of Ryde, to ensure Council provides and continues to provide 'value for money' to its community while reducing Council's reliance on rate income and improving Council's productivity.

As projected in Council's Long Term Financial Plan (LTFP), even after allowing for the recently approved Special Rating Variation (SRV), Council has a projected funding gap in 2024/2025 of approximately \$1.6 million. While it is anticipated this gap will not increase, the initiatives outlined and recommended in this report will be focused on closing this gap over time.

Council recognises that its ratepayers have supported the recent SRV, that has ensured all existing services, facilities and service standards will be retained. However, in continuing to strengthen the City of Ryde's performance and position, this report identifies areas that Council should consider, that not only will reduce the funding gap but also provide 'best value' to our community.

This matter was considered at a Councillor Workshop on Tuesday 4 August 2015 and the report recommends that Council support five priority areas to be further explored within the timeframe, as detailed in this report. The five priority areas are;

- Property Strategy;
- Laneways;
- Review of Fees and Charges;
- On Street Parking fees; and
- Outdoor Advertising

RECOMMENDATION:

(a) That Council endorse the following five priority areas to be explored and progressed within the timeframes detailed in the report;

- Property Strategy;
- Laneways;
- New Fee Opportunities;
- On Street Parking fees; and
- Outdoor Advertising

ITEM 8 (continued)

- (b) That these priority areas be reported back to Council, through the Finance and Governance Committee.
- (c) That a quarterly update report on the overall progress of these priority areas, be included in each Quarterly Review report.
- (d) That Council endorse the Loan Borrowing Policy, as a policy of Council, as **attached** to this report.

ATTACHMENTS

- 1 Draft Borrowing Policy 2015

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 8 (continued)

Discussion

Following the appointment of Council's new General Manager in January 2015, Council has set a number of objectives for the General Manager to achieve. One of those objectives is to ensure the City of Ryde community is receiving 'value for money' and to reduce Council's reliance on rate revenue.

The need for Council to raise additional revenue or reduce its operational costs, thereby reducing Council's reliance on rate revenue, was a commitment given by Council as part of its SRV application and the on-going need to address Council's funding shortfall as projected in its LTFP. The shortfall projected in 2024/2025 is approximately \$1.6 million.

As a result, the General Manager has established a working group of staff who have identified a range of initiatives that could be explored.

A Workshop was held for Councillors on Tuesday 4 August 2015, and the suggested areas to be explored, with their proposed timeframes are;

Opportunity		Risk	Timeframe
1	Property Strategy	M - H	2018/2019
2	Laneways	L	2017/2018
3	Telecommunication on Council Property	H	Review
4	Review of Fees and Charges	L	2016/2017
5	Integrated Transport Strategy		
5a	Parking Stations	H	2018/2019
5b	Parking Meters	H	2017/2018
5c	On Street Parking Fees	L	2015/2016
6	Advertising on Council's Website	H	Review
7	Outdoor Advertising	M	2016/2017
8	Intellectual Property (IP) Development	H	Review
9	Opportunities in Parks and Open Space	H	2018/2019
10	Approaches by Developers	L	2017/2018
11	Centres of Excellence/Shared Services	H	Review
12	Charge out of Specialists	M - H	Review
13	Joint Tenders	M	Review
14	Best Value Reviews	L	Review
15	Sport and Recreation Strategy	M - H	2018/2019

ITEM 8 (continued)

At the Workshop it was also recommended that the following proposed Governance Framework be implemented to monitor and report on the progress of these initiatives;

- Led by the Finance and Governance Committee;
- Responsibility of the Director of Corporate and Community Services;
- Coordinated by the Chief Financial Officer;
- Reported on Quarterly;
- Monitored monthly;
- Working Group to progress initiatives;
- Each item will be reported to Council for approval; and
- Initiatives funded from relevant Reserve/Budget allocation.

The following is a summary of the initiatives that have been identified, together with a brief description of what actions are proposed;

1. Property Strategy

Council's Draft Property Strategy is being prepared by staff to be reported back to Council by March 2016. The Strategy will be seeking Council's endorsement in continuing the current approach in optimising its operational properties within Council's Investment Property portfolio.

Currently there are four properties that have either commenced development, or Council is in the process of investigating the feasibility of development. Those properties are:

- Reserve Street, West Ryde;
- Cnr Church Street and Victoria Road, Ryde;
- Cnr Blaxland Road and Argyle Street, Ryde; and
- Anthony Road, West Ryde.

These are all separate projects within the Delivery Plan, and the progress, to date, has been reported through the Works and Community Committee.

The risk for the Property Strategy is Low - Medium as Council may choose to withdraw from the development at certain times throughout the process. The returns would be Medium - High, in the longer term, with the first returns not being realised until the 2018/2019 financial year.

As the focus on this initiative is income producing assets, it is prudent that Council also consider, in conjunction with this report a Loan Borrowing Policy, which clearly articulates what is an acceptable purpose for borrowing. This is detailed later in this report.

ITEM 8 (continued)**2. Laneways**

This matter was discussed at the Councillor Workshop on 4 August 2015 and is a component of the Property Strategy. This item is due to be reported to Council by November 2015.

This initiative identifies current laneways that are not being used for a public purpose. There is a statutory process to be undertaken to confirm there are no objections to the closures of any laneways.

If these closures progress, laneways will be divested to the adjoining land owners. It is proposed to undertake this process in batches of three to five laneways, noting it can take up to two years to process each batch.

The risk for laneway closures is Low as Council has no compulsion to divest itself of laneways. If this initiative progresses, it is anticipated that if realised, laneway closures would not occur until 2017/ 2018.

3. Telecommunication Equipment on Council Property

This initiative involves consideration of third party telecommunication equipment being located on Council property.

There are limited opportunities for this initiative and the risk for Telecommunication is High, as this market segment has been shrinking. The anticipated returns are Low, in the longer term. Therefore, it is recommended to review this initiative in 12 months.

4. Review of Fees and Charges

Council staff will, as part of the 2016/2017 budget process, review the fees and charges of a number of other Councils, to further benchmark Council's fees to either reduce or increase our current fees and to consider the introduction of any new fees.

The risk for any new Fees is Low, and the returns to Council are anticipated to be Low. Any proposed adjustments to fees and charges that are supported by Council would be included in the 2016/2017 Draft Fees and Charges.

5. Integrated Transport Strategy

The Draft Integrated Transport Strategy is due to be reported to Council by February 2016, to be placed on public exhibition.

This Strategy will be focused in achieving a more effective outcome for the City of Ryde's current and future transport needs. The Integrated Transport Strategy, if successful, will have a significant impact on the City's attraction for business, employment and will have a positive impact on the region's productivity.

ITEM 8 (continued)

Amongst other things, the Strategy will be proposing an integrated solution for the possible placement of parking stations, parking meters, on street parking and parking schemes to ensure that implementing these initiatives will meet the community's intermodal transportation needs.

The key components of the Strategy will include;

a. Parking Stations

Opportunities for car parking stations will be considered, including co-locating parking stations near major sporting grounds, to be used out of hours and on weekends, to support sporting ground users.

The risk for Parking Stations is High, as Council may not own the land where these should be built, nor have the funds to implement. Returns are anticipated to be Medium, in the longer term.

b. Parking Meters

Any consideration of an Integrated Transport Strategy, would need to reassess the use and placement of parking meters.

This would include a review of each Town Centre, such as Eastwood, West Ryde, Top Ryde and Gladesville and assess whether there is a need in managing traffic and customer turnover, consideration of the introduction of parking meters.

The risk for Parking Meters is High, due to the low acceptance by residents and commuters, noting the returns would be Medium – High in the longer term.

c. On Street Parking Fees

During the recent exhibition of Council's 2015/2019 Four Year Delivery Plan, Council received seven submissions, expressing concerns about traffic congestion and complaining about on-street parking rates in Macquarie Park. Six of the submissions requested Council to increase the hourly rate and lift the cap, while a commuter from outside the Ryde area was against any increase in parking rates.

A report will be submitted to Council's meeting on 22 September 2015, in relation to the charges for on street parking, especially in Macquarie Park, as there is a disparity between the on street charge and those in car parking stations.

ITEM 8 (continued)

The risk for On Street Parking is Low, as Council already has this in place, and there is strong community backing for these fees to be increased. The returns would be Medium, in the short to long term, with the first returns being seen in the 2016/2017 financial year or this year if Council wished to progress immediately.

6. Advertising on Council's Website

Council staff have reviewed the current volume of traffic on Council's website, and has concluded at this stage, that costs outweigh the benefits. Gold Coast City Council have just commenced a trial of advertising on their website.

The risk for Advertising on Council's website is High, as there is no projected positive cost/benefit, and the returns would be Low if not negative, in the longer term. Therefore, it is proposed to review this initiative in 12 months that will also include the outcome of the Gold Coast City Council trial.

7. Outdoor Advertising

This relates to increasing the use of general advertising signs in selected areas across the City of Ryde, on Council properties.

Council at its meeting on Tuesday 25 August 2015, endorsed proceeding to a Planning Proposal, in seeking to install advertising signs in strategic locations within the City.

The risk for Outdoor Advertising is Medium, as Council may experience some community backlash in relation to additional advertising in the Council area. The projected returns would be Medium-High, in the longer term, with the first returns not being realised until 2016/2017.

8. Intellectual Property (IP) Development

As Councillors would be aware, Council previously entered into an agreement with Local Government Software Solutions, where Council would receive a royalty payment each time software was sold that was based on our Intellectual Property (IP).

The risk for IP Development is High, due to the need to support and develop software to meet industry demands, with recent experiences not being successful.

Therefore, it is proposed to review this initiative in 12 months.

ITEM 8 (continued)**9. Opportunities in Parks and Open Space**

This initiative is to explore commercial opportunities in Parks and Open Space, similar to the Kiosk in Ryde Park, and initiatives such as vending machines that would promote recreation in foreshore areas along walking tracks / cycle ways in strategic locations across the City.

This initiative will be a consideration within the proposed Draft Sport and Recreation Strategy, that is currently in progress.

The risk for this initiative is High, as Council may have to adjust the Plans of Management to allow for these uses.

10. Approaches by Developers

Council is often approached by Developers to enter into Voluntary Planning Agreements (VPAs), with the developer obtaining agreement to go beyond the current planning controls for a site, in return for community benefits.

Previously Council has accepted open space, community buildings and retention basins as the community benefit, where justified.

This item is listed to explore further the current initiatives being taken, in Council receiving 'Key Worker' housing in lieu of cash contributions under VPAs. It is likely that Council under this initiative, will receive a higher proportion of physical assets than revenue.

The risk for Approaches by Developers is Medium, as Council has a well-rounded process for VPAs while the returns would be Medium, in the longer term.

11. Centres of Excellence/Shared Services

This concept is where Council becomes, on a regional basis, the Centre for Excellence in processing certain functions/ activities for other Councils, on the basis of a shared service. This concept was included as part of the Joint Submission made by the City of Ryde, Hunter's Hill and Lane Cove Councils in their 'Fit for the Future' response to the State Government, that included the establishment of a Shared Services Centre, as part of the Joint Regional Authority.

The risk for Centres of Excellence is High, as Council does not currently have processes in place for this and would have to establish itself as a Centre of Excellence, while the returns would be Low.

It is therefore proposed to review in 12 months, or following the outcome of the Joint Fit for the Future submission.

ITEM 8 (continued)**12. Charge out of Specialists**

This is where Council, because of its size, is able to attract specialist staff, such as General Counsel and the Internal Auditor, which could have spare capacity, and therefore charge out to other Councils.

By charging out, it is meant that the staff member goes to the other Council and performs the tasks on behalf of that Council, at their premises, as though they were a staff member of the other Council. This is similar to what is referred to as day-labour companies.

Council does not always have sufficient capacity for such specialists to undertake Council's own work, and therefore such an arrangement has the potential to see deterioration in Council's own performance.

The risk for Charge out of Specialist is High, as Council does not currently have capacity to undertake such a function, while the returns would be Low.

Therefore, it is proposed that this be reviewed in 12 months.

13. Joint Tenders

Council has participated in NSROC, SHROC and SSROC joint tenders, such as the Regional Waste disposal tender, Electricity tender etc.

This initiative is for Council to actively pursue other areas in which there may be gains from economies of scale, by tendering jointly with the ROCs.

The risk for Joint Tendering is Medium, as Council can either opt in or opt out of being involved in any particular tender.

This initiative is proposed to be reviewed on a case by case basis.

14. Best Value Reviews

These Reviews provide opportunities for Council to gain efficiencies in its current operations and processes, resulting in increased productivity.

A minimum of one Service Unit will be reviewed per year and this has been included in Council's Delivery Plan.

The risk for Best Value Reviews is Low, as Council undertakes these internally, with the support of an external consultant. The returns from these reviews are efficiency gains in Council's operations.

ITEM 8 (continued)**15. Sport and Recreation Strategy**

Council has endorsed a Sport and Recreation Strategy being undertaken in 2015/2016, with the Draft Strategy due to be reported to Council by December 2015, for public exhibition.

The Strategy will include the following areas in exploring how the burden on Council's budget can be reduced and to improve the management of facilities;

- Review existing, and if unsuitable, recommend an alternate model with guiding principles for the provision of capital contributions from community sporting groups towards facility improvements;
- Provide tenancy models that reflect equitable maintenance responsibilities and cost recovery principles for the various tenancy arrangements (commercial and community lease, seasonal allocations/ licences, school use etc.) of Council owned/ managed recreational facilities;
- Establish guiding principles to assess broader community benefit of commercially managed recreational activities within Council owned/ managed facilities;
- Opportunities in Parks and Open Space, as defined above;
- Maintenance Methodology, including funding;
- Capital Works Methodology, including funding; and
- Adoption of a Regional Sportsfield approach.

The risk for Sport and Recreation Strategy is Medium - High, as Council may have a demand for additional services or facilities that it is not capable of providing.

This item will be separately reported to Council for its consideration.

Loan Borrowing Policy

As indicated in the section of the Property Strategy, Council has a need to clearly articulate the purposes for which Council will consider borrowing money to fund capital works. It should also stipulate any limits that should be imposed on borrowing, i.e. the total amount that Council can owe at any one time, or a limit on its Debt Service Ratio.

A draft Loan Borrowing Policy has been created, and is **ATTACHMENT 1**, which has been based on policies of other Councils in NSW, Queensland, South Australia, Victoria and the UK.

ITEM 8 (continued)

The main points are;

- Limit borrowings to;
 - o 2.5 times the total Ordinary Rates, i.e. for 2015/2016 it would be 2.5 times \$53.78 million or \$134.45 million, in total. This would also include any loan facility not drawn down; and
 - o A Debt Service Ratio of 20%, i.e. the total amount repaid per annum, cannot be more than 20% of total income, excluding capital income. This is also the TCorp and Fit for the Future benchmark.
- Creation of a Loan Facility of \$30 million that would be used to be drawn against for Investment Property development, such as the Battery World site, but only on a 50/50 basis with Internal Reserves;
- Allowing internal borrowings, from internal reserves, but at a rate of 0.25% below what would be the applicable external rate;
- Only allow borrowing for;
 - o New income producing assets; or
 - o “Lumpy” assets.

Lumpy assets: Is defined as those assets that when due for renewal will require funding that is greater than two years of renewal funding for that particular asset, as defined in the Asset Management Plan (AMP) and Sub-Plans. An example would be the replacement of a roof on a building.

Whilst Council has had limited borrowings in the past, with Council agreeing to progress development of four of its operational land sites, being Battery World, the Argyle site, Reserve St an Anthony Road, it is prudent for Council to consider and approve such a policy, with the limits detailed in the Policy.

It is recommended that Council adopt the policy, as detailed in **ATTACHMENT 1**.

Financial Implications

Adoption of the recommendation is intended to have a positive impact on Council’s overall financial position in the medium to long term.

Conclusion

This report details the initiatives proposed to be undertaken for Council to strengthen the City of Ryde’s performance and position, in strengthening both the ‘value for money’ it provides the community whilst reducing Council’s reliance on rate income and improving the organisations productivity.

ITEM 8 (continued)

This report does not bind Council to any of these initiatives and if supported, it should be noted that each initiative will be reported back to Council for its consideration.

This report, recommends Council endorse the following initiatives including timeframes, as the five priority areas to be undertaken in the 'Strengthening Ryde Initiative';

- Property Strategy;
- Laneways;
- Review of Fees and Charges;
- On Street Parking fees; and
- Outdoor Advertising

ITEM 8 (continued)

ATTACHMENT 1

LOAN BORROWING POLICY

Purpose

This policy outlines Council's Loan Borrowing Strategy and provides guidance for the prudent borrowing of funds, with the aim of minimising overall debt.

Objective

- To detail Council's planned financial management strategy for existing and future debt;
- Provide guidance as to the information that must be taken into consideration when Council is considering the use of debt;
- Minimise the cost of borrowing;
- Have regard to the long term and cumulative effects of Council's decisions;
- Exercise reasonable care and diligence that a prudent person would exercise when borrowing funds; and
- To establish an ongoing loan facility to give Council the flexibility to act, when investment opportunities arise, for income producing assets.

Background/Legislation

The following legislation, circulars or guidelines are relevant to Councils when considering loan borrowing

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Minister's Borrowing Order;
- Local Government Circular 09-21.

Limitations

Current borrowing restrictions are prescribed in the Local Government Borrowing Order which states:

A council shall not borrow from any source outside the Commonwealth of Australia nor in any current other than Australian currency.

Council has also determined that in addition to this the following limitations will apply:

- That the total amount of borrowings outstanding is not to exceed 2.5 times the total amount of Ordinary Rates, including Special Rates, in any one year; and

Loan Borrowing Policy		
Owner: Finance	Accountability: Chief Financial Officer	Policy Number: CSF007
Trim Reference: D10/	Review date: July 2017	Endorsed: Date and Authority

ITEM 8 (continued)

ATTACHMENT 1

LOAN BORROWING POLICY

- That the total amount of borrowings is not to exceed a Debt Service Ratio of 20% (as disclosed in the Fit for the Future documentation).

Authorisation

- Council must have resolved to borrow funds as part of its Delivery Plan and annual budget, before funds are borrowed; and
- The General Manager has the authority to accept loan offers, subject to the borrowing amount being previously approved by Council and the requirements of the this policy being adhered to.

Internal borrowing

- Funds can be borrowed internally, within the Section 94 Reserve, only for the purpose of other Section 94 works. These funds cannot be used to fund works that are not part of the Section 94 works schedule; and
- Funds can be used from Internally Restricted Revenues, as an Internal Loan, as a replacement for an external loan borrowing, on the basis that the interest rate to be charged is pegged at 0.25% below the external rate. All of these borrowings must be approved by Council resolution, and cannot be delegated, and also be in accordance with this policy, as if it was an external loan.

Principles

- Borrowings are not a form of revenue and do not replace the need for Council to generate sufficient operating revenue to service its operating requirements;
- Council aims to finance capital works and new assets to the greatest extent possible from revenue, grants, subsidies or any specific reserves primarily established to fund capital works;
- It is Council's intention to fund depreciation, and restrict those funds into an internal reserve, for the purpose of funding capital works;
- Existing assets, that are due for renewal are to be replaced from the funding of depreciation costs, with the exception of "lumpy" assets, where borrowing may be used, and the funded depreciation used to repay the loan, both principal and interest;
- New assets, that are income producing, may be funded from debt;
- Loan Borrowings should be limited to renewal of "lumpy" assets or new income producing assets;
- Council may borrow through any market mechanism under Section 134 and Section 135 of the Local Government Act, but will not directly issue its own debt;

Loan Borrowing Policy		
Owner: Finance	Accountability: Chief Financial Officer	Policy Number: CSF007
Trim Reference: D10/	Review date: July 2017	Endorsed: Date and Authority

ITEM 8 (continued)

ATTACHMENT 1

LOAN BORROWING POLICY

- Financing of major infrastructure assets requires a strategic approach to evaluate the risk exposure to Council;
- Council will not enter into any financing arrangements which involve the repayment of interest only;
- Council, where it is appropriate; may enter into a borrowing facility for a long term asset construction project, such as property development;
- There will be no long term debt to finance operating activities, non-capital projects or recurring expenditure of Council;
- The term of the loan should not exceed the expected economic life of the asset being funded, subject to the maximum periods below; and
- The maximum period for borrowing will be set, as per the table below;

Borrowing Amount	Term
\$500,000 to \$1,000,000	Max 5 years
\$1,000,000 to \$2,000,000	10 years
Greater than \$2,000,000	15 years

Variations to these periods will require a resolution of Council.

Determination of the Appropriate Lending Institution

- Once borrowing has been approved by Council, within its Delivery Plan and annual budget, a quotation process will be conducted whereby appropriate lending institutions (ADIs) will be invited to submit written quotations on Council's borrowing requirements;
 - For loans of up to \$5,000,000 will require three quotations from Institutions in accordance with the restrictions within this policy; and
 - Loans greater than \$5,000,000 will require Council to tender for the loan, which may include a borrowing facility.
- Quotations/Tenders will only be sought from ADIs with a long term credit rating of A- or above;
- Written quotations/tenders must include;
 - Interest rate;
 - Term of the loan;
 - Repayment intervals (Six monthly only);
 - Repayment instalment amount; and
 - Any applicable fees.
- Interest rates may be fixed or variable for the term of the loan, such as a percentage above the current bill rate;

Loan Borrowing Policy		
Owner: Finance	Accountability: Chief Financial Officer	Policy Number: CSF007
Trim Reference: D10/	Review date: July 2017	Endorsed: Date and Authority

ITEM 8 (continued)

ATTACHMENT 1

LOAN BORROWING POLICY

- A minimum of three written quotations for approved loan borrowings, under \$5,000,000 will be sought;
- Tenders for loans over \$5,000,000 will rely on the number of tender responses received;
- Appropriate and acceptable documentation must be provided to Council by any prospective lender during the quotation/tender process; and
- The calculation for any loan break costs must be clearly set out in the loan documentation

Compliance and Monitoring

- A monthly reconciliation of all borrowings, including accrual of interest, will be completed by the Responsible Accounting Officer and included in the Council's monthly report on Investments; and
- Borrowing costs and borrowings will be treated in Financial Statements and all Financial Reporting in accordance with the Australian Accounting Standards.

Definitions

- **Borrowing:** Cash received from another party in exchange for future payment of the principal, interest and other finance charges.
- **Borrowing Costs:** interest and other costs that an entity incurs in connection with the borrowing of funds.
- **Borrowing Facility:** is a loan that is not drawn down (borrowed against) completely when approved, but allows for a series of timed borrowings over a period of time, up to the maximum of the facility. These are generally used for property development.
- **Council:** means the Council of the City of Ryde.
- **External Borrowings:** includes raising and obtaining, in any way, money, credit and other financial accommodations from sources external to Council.
- **Loan Break Costs:** costs associated with paying out a loan prior to the loan expiry date.
- **Long Term Credit Rating:** is a forward looking opinion about credit risk, by a recognised and reputable rating agency, as allowed under the Ministerial Investment Order.
- **Lumpy assets:** these are assets that when due for renewal will require funding that is greater than two years of renewal funding for that particular assets, as defined in the Asset Management Plan (AMP) and Sub-Plans. An example would be the replacing the roof on a building.

Loan Borrowing Policy		
Owner: Finance	Accountability: Chief Financial Officer	Policy Number: CSF007
Trim Reference: D10/	Review date: July 2017	Endorsed: Date and Authority

ITEM 8 (continued)

ATTACHMENT 1

LOAN BORROWING POLICY

- **Ordinary rates:** has the same meaning as determined by the Local Government Act.
- **Security:** in accordance with the Local Government Act, security for any loan will only be given over the future Ordinary Rates of Council.
- **Renewal funding:** this is the annual amount of funding that is required to be raised and held, that is equivalent to straight line depreciation of the total value of the asset over the useful life of the asset, being the renewal intervention life. For roads it is 45 years, whilst 50 years is considered the failure point.
- **Variable Interest:** interest that fluctuates over the life of the loan and is usually pegged to a benchmark rate, such as the bond rate.

Link to Plans

This policy links to the Community Strategic Plan in the following way:

- Outcome:** A City of Progressive Leadership
- Goal:** The City of Ryde will deliver value for money services for our community and our customers
- Strategy:** To optimise value for money and deliver responsible spending across all of our services

It also links to the Council's Delivery Plan and Operational Plan in the following way:

- Program:** Internal Corporate Services program
- SubProgram:** Financial Planning and Management
- Accountability:** Corporate Financial Planning

Review Process and Endorsement

This Policy should be reviewed when the relevant legislation changes, the Ministerial Order is varied or every second year and any and all changes are to be endorsed by Council.

Version Control – Loan Borrowing Policy

Document Name	Last Modified Date
Version 1	1/7/2015

Loan Borrowing Policy		
Owner: Finance	Accountability: Chief Financial Officer	Policy Number: CSF007
Trim Reference: D10/	Review date: July 2017	Endorsed: Date and Authority

9 STRENGTHENING RYDE - MACQUARIE PARK STAGED REVIEW OF CAR PARKING RATES

Report prepared by: Acting Manager - Urban Planning; Section Manager - Traffic
File No.: PM14/30595 - BP15/927

REPORT SUMMARY

This report proposes a staged review of commercial and on-street car parking rates in Macquarie Park as the precincts grows and develops. The Macquarie Park corridor has experienced significant growth in recent years and is expected to double floor space and worker numbers by 2031. Congestion levels have increased significantly in recent years and parking provision will play a decisive role in managing congestion and influencing transport mode share.

The situation has now reached a point that unless some significant changes are made to the off-street and on-street parking rates, long-term growth in the Macquarie Park Corridor could be compromised by traffic congestion.

In 2009, a 'Macquarie Park Corridor Parking Study' was undertaken by ARUP Consulting which outlined a number of short and medium term actions; including a review of the commercial (off-street) parking rates within five years. Council engaged Bitzios Consulting to undertake this review and the completed report is attached as **ATTACHMENT 1**.

The review was limited to the commercial car parking rates (B4, B3 and B7 zones) and changes to off-street parking rates are being recommended in this report. In addition, Council traffic and transport engineers also recommend the staged implementation of some additional on-street parking controls across the Macquarie Park Corridor to compliment these changes.

In respect to commercial (off-street) parking rates, Bitzios Consulting modelled three scenarios:

Scenario 1: "Even Reduction"

Aims to achieve mode share targets using an even reduction in required parking supply across Precincts A, B and C as shown in the current 'Macquarie Park Corridor Parking Restrictions Map'.

Scenario 2: "Bias Around Stations"

Imposes more stringent parking rates on developments in close proximity to the existing rail stations.

Scenario 3: "Two Zones Only"

Combines existing Precincts B and C as a single inner-zone for the purposes of parking rates only. This new precinct would then have more restrictive parking rates allocated to it compared to the outer area (Precinct A).

ITEM 9 (continued)

After consultation with key stakeholders and a comparison of parking rates in other similar commercial centres, Scenario 3 (“Two Zones Only”) was considered the most appropriate strategy to manage future parking demand; while not adversely impacting the economic viability of the Corridor.

Current off-street car parking rates for Macquarie Park commercial zones are:

- 1 space / 46m² Gross Floor Area (GFA) , FSR of 1:1 in Area A;
- 1 space / 70m².GFA, FSR 1.5:1 in Area B; and
- 1 space / 80m² GFA, FSR 2:1 and 3:1, in Area C (within 400m of a rail station).

Under Scenario 3 (“Two Zones Only”) commercial car parking rates would be amended to:

- Area A 1 space / 60m² GFA
- Area B and C (combined) to 1 space / 100m² GFA

In respect to any substantive change to on-street parking rates, it is considered that this is best dealt under the City wide Ryde Integrated Transport Strategy (RITS) which is currently being prepared for the Ryde LGA. This approach will enable any substantive changes to on-street parking controls (i.e. meter parking; parking limits; residential preferential parking schemes; upgrade of parking meters; active transport opportunities) to be more holistically considered within a RITS.

One on-street parking measure that does not need to wait for the RITS and is recommended at this stage is the lifting of the heavily discounted all-day on-street parking rate. Under the current rate, commuters who choose to park all day on-street can do so at a heavily discounted rate and this is contributing to the low turn-over in spaces.

This report proposes to remove the cap and adjust the hourly rate from \$2.50 per hour to \$3.50 per hour which would mean that in an 8 hour work day, the cost to park on the street would be \$28; still substantially less than the rate for equivalent parking at the nearby Macquarie University or the Macquarie Shopping Centre, Parramatta CBD or Sydney CBD.

It is recommended that Council approve the matter proceeding to a Planning Proposal in order to pursue changes in the commercial (off-street) parking rates in the B4, B3 and B7 zones of Macquarie Park as outlined under Scenario 3.

Furthermore, that the Council support the amendment in fees and charges from 1 December 2015 so as to remove the capped daily parking rate in Macquarie Park and to increase the hourly charge from \$2.50 to \$3.50 per hour. Any other substantive changes to on-street parking would be considered as part of the RITS.

ITEM 9 (continued)**RECOMMENDATION:**

- (a) That Council prepare a Planning Proposal to amend Ryde Local Environmental Plan 2014, including amending Clause 4.5B Macquarie Park Corridor and the Macquarie Park Corridor Parking Restrictions Maps to change the commercial car parking rate in the B4, B3 and B7 zones to 1 space / 60m² GFA in Area A, and 1 space / 100m² GFA in both Areas B and C.
- (b) That Council authorize the preparation of an amending Development Control Plan to effect this change.
- (c) That officers report back to Council on the draft Planning Proposal, draft Development Control Plan amendments and proposed community consultation.
- (d) That Council endorses the removal of the 'all day' (12P) parking rate and lift the hourly rate from \$2.50 per hour to \$3.50 per hour, and that this be incorporated into the Fees and Charges schedule for 2015/2016, by advertising the new fee for 28 days from 30 September 2015, and should there be no objections, the fee to commence from 1 December 2015.

ATTACHMENTS

- 1 Macquarie Park Parking Study Report

Report Prepared By:

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Report Approved By:

Sam Cappelli
Acting Group Manager - Environment and Planning

ITEM 9 (continued)

Context

The Macquarie Park precinct has been identified in the Sydney Metropolitan Strategy as a Specialised Centre of significant commercial and research activity within the Global Economic Corridor. In addition, the North Ryde Station and Herring Road precincts have been earmarked for significant housing growth by the State Government.

Macquarie Park has outperformed all non CBD business parks in Sydney and is expected to double in size from 40,000 workers to 80,000 by 2031. However, future growth is at risk due to traffic congestion; the car culture that has been created is not sustainable if City of Ryde is to develop a thriving, vibrant and connected precinct.

Currently over 30,000 off-road parking spaces are available which has encouraged workers to continue to drive; this has been further encouraged by on-street 12P parking provisions; in the long term these practices will need to change. In addition, there are only approximately 800 on-street car spaces available across the Corridor.

In 2009, a 'Macquarie Park Corridor Parking Study' was undertaken by ARUP Consulting and outlined a number of short and medium term actions; including a review of the commercial parking rates within five years.

Council engaged Bitzios Consulting to undertake this review. The review was limited to the commercial car parking rates (B4, B3 and B7 zones) and would recommend parking rates that are appropriate to manage future demand, while not adversely impacting the economic viability of the Corridor. Residential car parking rates were not considered part of this review and are outlined in the recently endorsed Macquarie Park Development Control Plan (2015).

The review will inform the Planning Proposal that will amend the commercial parking rates in the Ryde LEP and provide the justification for these rates from an economic, equity and comparative perspective.

Any substantive review of on-street parking rate will be considered in the Ryde Integrated Transport Strategy (RITS) which is currently being prepared.

Discussion

Background

Macquarie Park is a thriving business precinct; outperforming all Sydney non-CBD centres in terms of its growth. Macquarie Park has diversified from its original technology and research focus into more of a general office and "corporate headquarters" area. It is forecast to increase by approximately 1,000,000 m² of office floor space over the next 20 years.

The study area for the Macquarie Park off-street car parking review is noted below.

ITEM 9 (continued)



Existing Car Parking Rates – Macquarie Park

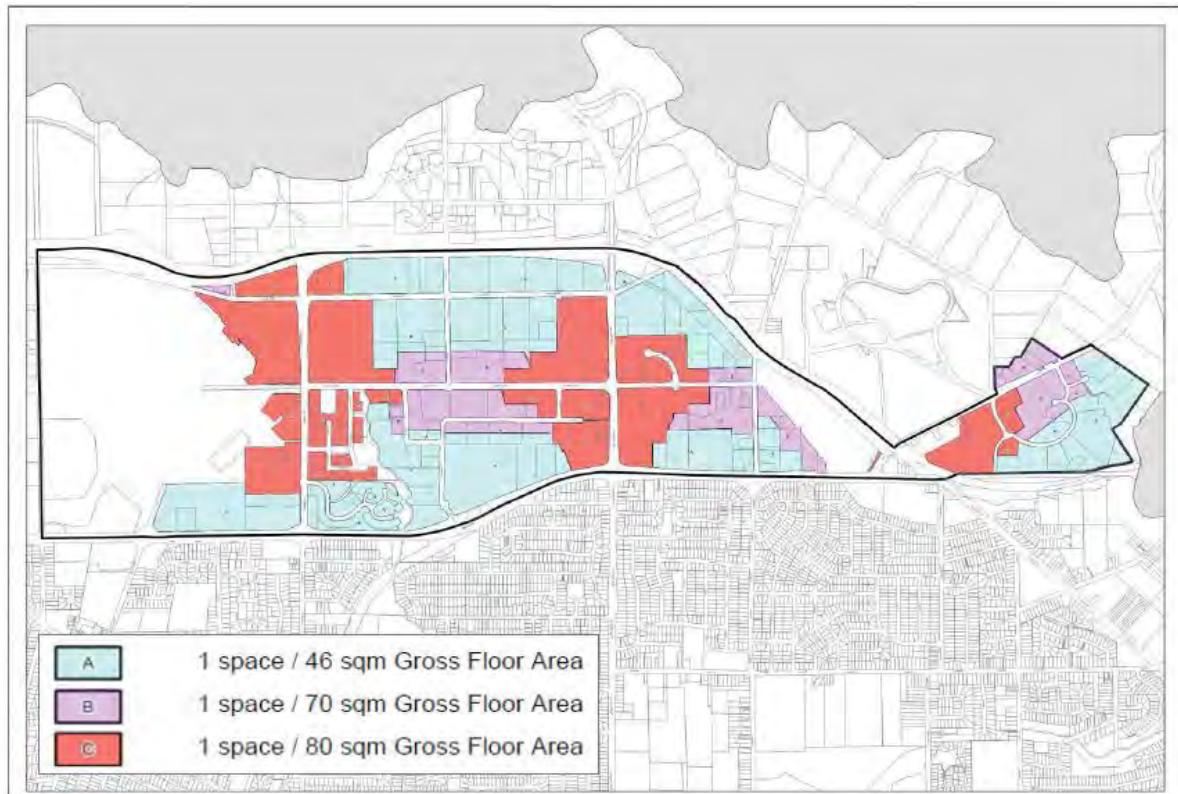
Relatively high parking rates for new commercial development have been in place in Macquarie Park (compared to other employment centres within 20 km of the Sydney CBD) and parking availability has historically been a catalyst for attracting new development into the area and for attracting tenants to existing developments.

The Macquarie Park Precinct is covered separately to the City of Ryde DCP office rate via Clause 4.5B (2) of the Ryde LEP 2014. The three applicable commercial rates include:

- 1 space / 46m² GFA, FSR of 1:1 in Area A;
- 1 space / 70m² GFA, FSR 1.5:1 in Area B; and
- 1 space / 80m² GFA, FSR 2:1 and 3:1, in Area C (within 400m of a rail station).

ITEM 9 (continued)

The applicable areas (inclusive of the 'study area') are defined in the Ryde LEP 2014 as shown below.



Source: Ryde LEP 2014, Macquarie Park Corridor Parking Restrictions Map.

Comparative Analysis

A comparison with the parking rates applicable in other commercial centres was undertaken to better understand how Macquarie Park is positioned in relation to its competitors. The key factors considered as part of this comparison were the total floor space and existing mode share from Journey to Work data. Qualitative considerations were also considered including: the overall transport context, business specialization, area character, zoning and presence of residential areas (and consequent local trips).

The locations included in this comparison were:

- Chatswood;
- Green Square;
- North Sydney;
- Rhodes;
- Norwest;
- Olympic Park; and
- Parramatta.

ITEM 9 (continued)

Parking Rates and 2011 Journey to Work Centre Comparison

Centre	Parking Rate	Area (km ²)	Trip Totals	IN/OUT	Total Mode Share			
					Vehicle*	PT	Walk	Other
Macquarie Park	1/46m ² 1/70m ² 1/80m ²	4.8	44,847	98% / 2%	75%	20%	2%	3%
Chatswood	1/200m ²	0.56	18,207	86% / 14%	46%	42%	10%	2%
North Sydney	1/400m ²	0.53	30,130	95% / 5%	29%	61%	7%	3%
Green Square	1/125m ²	0.76	7,513	82% / 18%	65%	26%	4%	5%
Rhodes	1/40m ²	1	11,763	78% / 22%	66%	28%	3%	3%
Norwest	1/25m ²	4.39	23,646	97% / 3%	93%	5%	1%	1%
Olympic Park	1/80m ²	4.1	8,188	100%	72%	25%	1%	2%
Parramatta	1/100m ²	0.94	36,873	93% / 7%	51%	41%	5%	3%

* Includes drivers and passengers

It was noted that Macquarie Park attracts a total number of journey to work trips (approximately 45,000), much higher than any other centre included in this comparison; greater than North Sydney + Chatswood or even Green Square + Rhodes + Norwest. This factor, combined with the high proportion of car trips puts in perspective the congestion issues observed in the precinct and the importance of using appropriate parking rates as one lever to manage congestion effects into the future.

In general, the parking rates and parking characteristics in Macquarie Park sit somewhere between a car-dominated business park and a traditional non-CBD business centre with office towers (i.e. like Chatswood and Green Square). However, the scale of employment and traffic in Macquarie Park far exceeds other “secondary” centres in Sydney and any parking supply policy change will therefore have a significant effect on future traffic congestion levels.

In respect to on-street parking, it is also important to acknowledge the need for a strategy to review the existing on-street parking system in Macquarie Park and make recommendations to better manage the transition of Macquarie Park from a business park into a regional CBD.

ITEM 9 (continued)

While the more substantive changes can wait for the RITS, there are anomalies that can be addressed at this time that will have a positive influence on commuter behavior. It is proposed that the removal of the 'all day' parking rate (12P) could be implemented immediately; a first step in addressing the increased demand for on-street parking spaces. Such a decision would send a clear signal to businesses and the boarder community that the availability of parking must be controlled to support the long term viability of Macquarie Park.

A comparison of on-street parking rates in neighbouring Council LGAs (City of Sydney, North Sydney, Willoughby, Lane Cove and Parramatta) shows that none of these Councils have 'all day' parking rates. Ryde's existing daily cap has encouraged a 'drive, pay and stay' mentality which reduces the opportunity for on-street parking turnover and street activation.

In addition, Macquarie Park's on-street parking cost of \$2.50 per hour is capped at \$11/ \$7 per day (dependent on the metered street). This daily cap provides commuters with a significantly discounted parking fee per day. By comparison, the 8 hr parking rate at Macquarie University and Macquarie Shopping Centre is \$30 and \$45 respectively. While these could be considered as commercial parking sites, it does highlight the significant discount currently being given to commuters to fill our Council streets.

Furthermore, centres such as the Parramatta CBD and Sydney CBD have in place peak hour charge rates (between the hours of 8am to 6pm, weekdays) of \$3.50 per hour and \$7.00 per hour respectively. This arguably reinforces a review of Council's parking meter price point for Macquarie Park (per hour) at its first iteration to be within close proximity to Parramatta CBD. The price change from \$2.50 to \$3.50 will bring Macquarie Business Park parking price towards par with similar centres and is anticipated to have minimal effect on patronage.

In summary this subtle change will result in:

1. A fairer and more consistent fee structure where short term stays pay the same hourly rate as long term stays.
2. An increased turnover of vehicles resulting in additional opportunities to utilize the limited spaces as long term stays no longer would receive a discounted fee.
3. Will reduce the level of vehicle recirculation that is occurring, when looking for short-term on-street parking.
4. Will encourage commuters to reassess their transport options as the cost of using public transport becomes more viable compared to the cost of on-street parking.

Stakeholder Consultation

When Council exhibited the Four Year Delivery Plan 2015-2019 approximately 60% of submissions received related to Parking in Macquarie Park.

ITEM 9 (continued)

Consultation with key stakeholders took place during the initial part of this study to gather parking and traffic issues (as perceived by stakeholders) as well as testing attitudes towards the importance of parking supply on different types of development in Macquarie Park. This consultation provided a better understanding of where Macquarie Park is positioned in terms of its competitive advantage now and into the future.

The consultation process took place during late December 2014 and in January 2015. A representative cohort of organisations (property owners, major tenants and transport associations) were identified. The list of organisations is noted below.

Organisation	Representative	Description
Jones Lang LaSalle	Denys Bizinger	Real estate firm
Goodman	Will Dwyer	Property owner
Stockland	Simon Botterill	Property owner
AMP Capital	Jeff Peers	Property owner
Optus	Andrew Parker	Tenants
Connect Macquarie Park + North Ryde	Rebecca Lehman	Non-profit association
Macquarie University	Cameron Kline	University

Please note: Johnson & Johnson, Novartis and Colliers Commercial were to be interviewed – however a convenient time was not able to be secured.

Questions asked and representative responses are noted below. Detailed minutes of these discussions are noted within the consultant's attached report.

What attracts development to Macquarie Park as opposed to other centres?

Responses:

- value for money - brand new buildings compared to other centres, "cheaper than Sydney and North Sydney";
- large floor plates / developable sites available - business consolidation opportunities;
- location - still quite close to CBD, "better located than Homebush and Parramatta";

ITEM 9 (continued)

- competing businesses want to be "where their competitors are"; networking opportunities are present. "They like being there". Good interplay between technology, medical and university;
- good train links;
- some level of "social infrastructure" in place compared to other centres and a development density that is gradually intensifying.

Are the congestion levels currently experienced in the precinct affecting its attractiveness for development?

Responses:

- traffic congestion is not seen as big an issue as parking availability by the majority of stakeholders. Some sites have privileged location to avoid congestion hotspots ("pole position" factor);
- people tend to accept that congestion "is everywhere you go in Sydney". Some improvements occurred recently (M2 upgrade, new ramps, etc.);
- congestion was still believed to be a factor influencing workers on their decision to work in the precinct. Some believe that congestion is definitely an issue for prospective tenants;
- Connect (TMA) stated its research indicated congestion is the "number one issue" for businesses in Macquarie Park.

With the precinct's workforce earmarked to double by 2031, what do you think can be done to better manage accessibility to/from the precinct?

Responses:

- North West Rail Link will have some positive effect but it will also lead to increased competition from other future business parks on that line;
- the proposed Parramatta to Macquarie Park light rail line could be helpful;
- more flexibility in land use – i.e. more opportunities for mixed use development;
- the 'drive to work' paradigm must change but viable alternatives must be in place first;
- landowners (and workers) need to change their outlook...not to expect free parking.

ITEM 9 (continued)

If the congestion levels surrounding the precinct double will Macquarie Park continue to be competitive as a place to locate or expand businesses? That is, how important will congestion and access be in this decision?

Responses:

- some stakeholders believe that Macquarie Park should still be competitive on a price basis for companies that require large spaces;
- others think that there would be serious problems - both for workers/businesses and for University and Shopping Centre - competing centres would benefit;
- traffic and transport issues are in the top two or three issues for tenants; and
- congestion can't double (many parts of the network already operate beyond capacity).

In your view, is the current public transport provision adequate and how could it be improved?

Responses:

- the current rail provision is not adequate and/or not servicing the right locations. A lot of people come from the north / west. It is not convenient for a large proportion of the Macquarie Park workforce;
- other stakeholders mentioned that train services are adequate in peak periods but off-peak frequency (30 minutes) is not good enough;
- the network is not designed for commuting – rather for shoppers, students, and locals;
- there is significant demand for express bus and train services between Parramatta and Macquarie Park; and
- not enough bus priority schemes in place.

Are the current parking rates appropriate? (i.e. number of off-street parking bays to be supplied by each development/site)? Do you think there is too much parking provided on sites or not enough?

Responses:

- there is currently a lot of interest in the fringe areas with a parking rate of 1space/46m²;
- parking is involved in every deal and there is not enough supply compared to what tenants want or expect;
- existing ratios OK until such time better public transport alternatives are available;

ITEM 9 (continued)

- there is support for differential rates in proximity to rail stations, but they need to be "realistic";
- Connect (TMA) stated that 'free parking' for workers comes at a cost in the form of traffic.

How much do current businesses depend on parking for their staff? And for their customers?

Responses:

- "parking availability is of key importance" in Macquarie Park;
- this is of particular importance for businesses moving within the precinct;
- strongly dependent for staff;
- customer parking is critical for some businesses, but currently employees are favoured over visitors;
- Connect (TMA) acknowledged that some parking is necessary for staff, especially for those where public transport is non-viable.

Could more "restrictive" parking rates be applied over time? What else would need to happen to ensure reduced parking rates did not affect the viability of commercial development?

Responses:

- there would need to be a strong connection between improved public transport and more restrictive rates;
- further reducing current parking rates would be 'extremely courageous'. Some commented that more restrictive parking rates over time makes sense for changing mode share in favour of public transport.

Summary /Key Issues for Consideration

Stakeholder feedback was varied; which depended on their perspective as a property owner, tenant or transport advocate. There however was a general consensus that whilst parking supply is an important commercial feature, there is some "room to move" in reducing rates in the 1/46m² GFA area (i.e. Macquarie Park Area A) before parking limitations actually affect the competitiveness of leasing space and further investment in the area. Overall, feedback from stakeholders supported the higher target of 70% car mode share, as it wouldn't require a reduction of the existing quantum of car parking.

ITEM 9 (continued)

The key issue for changing parking rates in Macquarie Park appears to be the rate of transition over time related to how quickly public transport services can be added to provide a practical alternative to car use.

Scenario Testing

Modelling predicts that by 2031 total commercial floor space will be more than 2 million m² (assuming 50% of the existing floor space will be redeveloped by 2031). This consists of approximately 1 million m² of new floor space; GFA typically increasing by of 50,000m² per year.

The Business as Usual (BAU) case is estimated to result in an increase of total parking supply of approximately 10,000 spaces by 2031 to accompany the increase in GFA. As a result, the private vehicle mode share would experience a negligible reduction (75% to 74%) which is insufficient to generate improvements to the current and future road network performance issues and would likely worsen current congestion levels. Therefore, maintaining the current parking rates over the timeframe of development and redevelopment assumed is therefore ineffective in influencing private vehicle mode share.

The Consultant modelled three scenarios to reduce private vehicle mode share and therefore reduce traffic congestions and deliver more sustainable modal split between car use and more sustainable modes (public transport, walking and cycling).

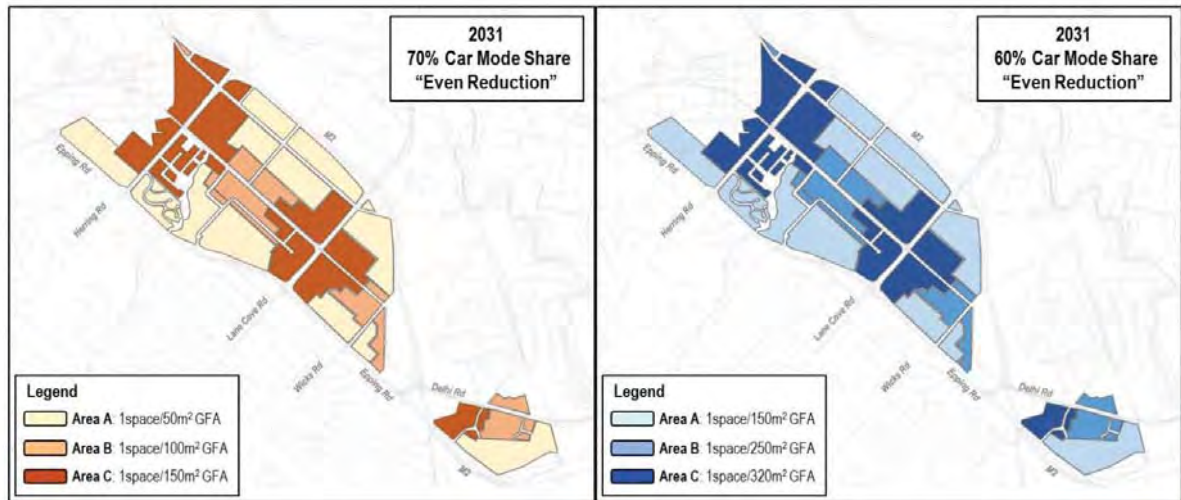
- “Even Reduction”
- “Bias Around Stations”
- “Two Zones Only”

Scenario 1: Even Reduction

Scenario 1 sought to achieve the two target mode shares of 70% and 60% using an even reduction in required parking supply across Precincts A, B and C. The results, being the rates required to achieve the targeted car modal shares are shown below.

Target Share	Mode	Gross Rate		Total Spaces 2031	Parking Rates		
		m ² / Space	Space / m ²		A	B	C
70%		1.57	1/63m ²	35,228	1/50	1/100	1/150
60%		1.05	1/95m ²	23,556	1/150	1/250	1/321

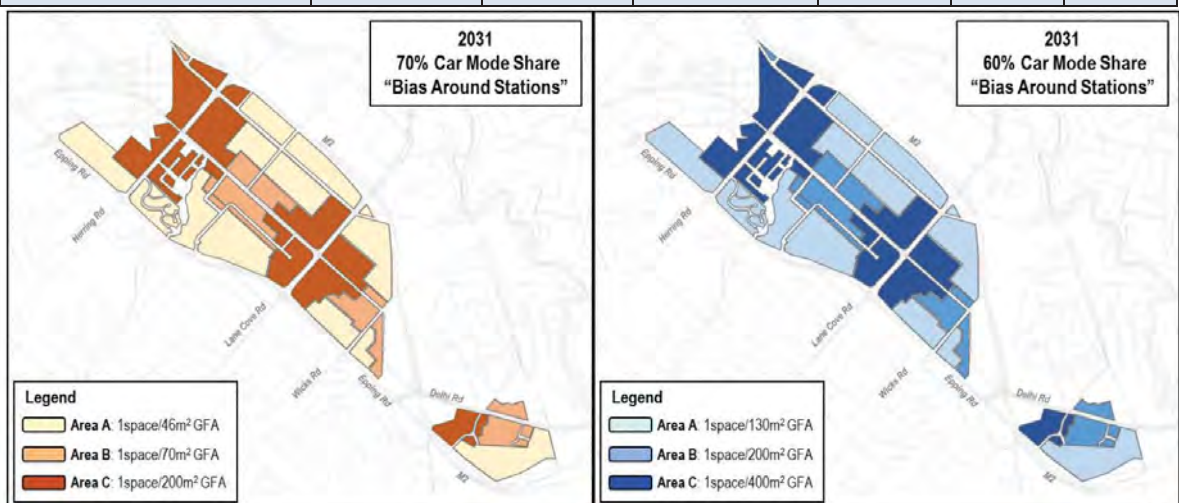
ITEM 9 (continued)



Scenario 2: “Bias Around Stations”

Scenario 2 imposes more stringent parking rates on developments in close proximity to the existing rail stations (especially Precinct C). This area already accommodates more restrictive parking rates compared to the other two areas. The required parking rates under this scenario to achieve the targeted maximum car mode shares are shown below.

Target Share	Mode	Gross Rate		Total Spaces 2031	Parking Rates		
		m ² Space	Space / m ²		A	B	C
70%		1.61	1/62m ²	36,012	1/46	1/70	1/200
60%		1.06	1/94m ²	23,863	1/130	1/200	1/400

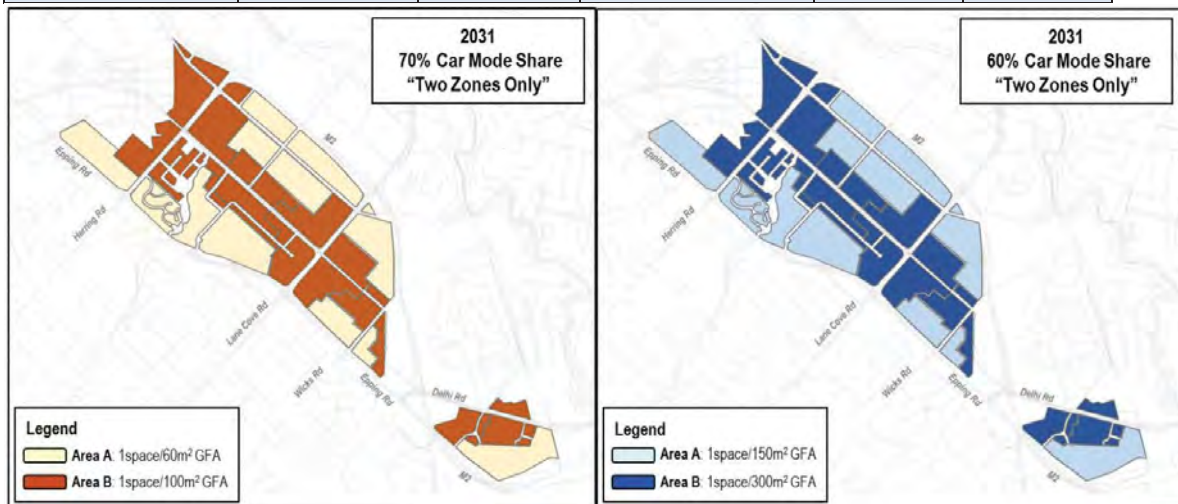


ITEM 9 (continued)

Scenario 3: “Two Zones Only”

Scenario 3 combines Precincts B and C as a single inner-zone, (hereby named and “New Precinct B”). This new precinct would then have more restrictive parking rates allocated to it compared to outer area (Precinct A). The results of this scenario are shown below.

Target Mode Share	Gross Rate		Total Spaces 2031	Parking Rates	
	m ² Space	Space / m ²		A	B & C
70%	1.62	1/61m ²	36,380	1/60m ²	1/100m ²
60%	1.05	1/95m ²	23,551	1/150m ²	1/300m ²



Scenario Evaluation Criterion

An evaluation framework was developed to appraise and compare the parking provision scenarios. The evaluation was based on five key criteria:

Criterion 1 Mode Share Target

This criterion considered the impact on modal split i.e. the percentage of car drivers to those using more sustainable modes of transport.

Criterion 2: Alignment with Building Densities & Public Transport Accessibility

This evaluation criterion addressed this factor by assessing the average densities for the areas where stricter parking rates are proposed and the opportunities to link them with current or future alternative transport mode provision.

Criterion 3: Commercial Viability and Competitiveness

This criterion balanced stricter mode share targets to resolve traffic congestion issues with the likelihood of discouraging development and slowing floor space turnover.

ITEM 9 (continued)Criterion 4: Implementation/Staging of Parking Rate Changes

This criterion evaluated both the need for this transition to be applied and the ability to do so based on the proposed rates and potential staged initiatives.

Criterion 5: Differential Impacts within Macquarie Park

This criterion assessed the differential impact of imposing the three car parking rate scenarios. An effective scheme will minimise localised impacts where adjacent sites (or sites in close proximity) have pronounced differences in the applicable parking provision.

Scenario Analysis

While Council's long term goal is to achieve 40/60 modal split (40% sustainable transport modes/60% car use), based on the review undertaken it is recommended that the 60% mode share scenarios would require measures considered too aggressive and that this may adversely impact the precinct's competitiveness. All the scenarios tested (at the 60% modal target) would lead to an overall reduction of parking supply throughout the precinct (from 32,500 to 26,000; a 20% reduction) while floor space is expected to almost double over a 15 year period. Moreover, these parking rates could discourage new development and re-development within the study area.

The 70% private vehicle mode share target scenarios would produce a more acceptable change in total supply, allowing overall parking supply to grow as floor space grows to 2031. As such, it was determined that the preferred scenario should be derived from one of the three options investigated for the 70% private vehicle mode share target.

As part of the scenario evaluation process, it was found that the "Bias around Stations" scenario would have the potential to discourage development in the core areas and/or introduce differential impacts for sites in close proximity to one another. This is due to the disparity in parking rates for different sub-areas, with the higher rate (1/200m²) approximately four times higher than the lower rate (1/46m²).

Both the "Bias around Stations" and "Even Reduction" scenarios include parking rates beyond the 1/100m² threshold which is already considered to be a very tight parking rate based on feedback received from stakeholders. The "Two Zones Only" scenario is more measured with the 1/100m² rate applied as a maximum to the areas in the core of the precinct (better serviced by public transport infrastructure).

As such, the "Two Zones Only" scenario was found to allow a certain differentiation between areas with better public transport provision, namely those in close proximity to the rail stations (which was one of the key evaluation criteria) while applying parking rates that do not introduce a significant disparity between adjacent sites.

ITEM 9 (continued)

More importantly, the parking rates proposed under the “Two Zones Only” scenario achieve a better overall precinct balance, avoiding a disparity in parking rates that could discourage development in certain areas.

The “Even Reduction” scenario moved parking rates beyond $1/100\text{m}^2$, and introduced potential differential impacts with the “third tier” rates ($1/50\text{m}^2$) corresponding to triple of those in the core precinct ($1/150\text{m}^2$).

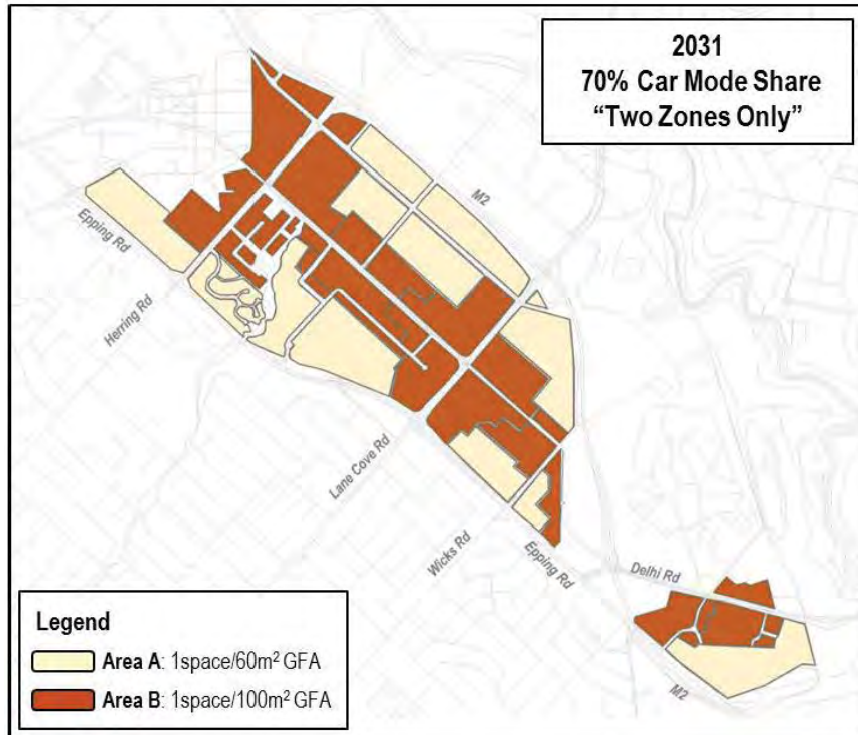
Another benefit associated with the “Two Zones Only” scenario consists of its zonal distribution generally aligning with that of the floor space ratio (FSR) maps been developed for Macquarie Park. This would simplify the implementation of both maps and improve consistency for different planning instruments.

Overall, the “Two Zones Only” scenario was found to have higher compliance levels with the evaluation criteria. It consists of a balanced approach that minimises potential issues associated with the other two options, namely, the likely differential impacts, and impacts on precinct attractiveness.

The “Two Zones Only - 70% Private Vehicle Mode Share” was therefore selected as the preferred scenario and is highlighted below.

ITEM 9 (continued)

Preferred Mode Share and car parking rates



Conclusions

The scenario selected (“70% car mode share/ Two Zones Only”) achieves a balance between minimising the effects of traffic congestion growth in the precinct and the impacts that the modified rates will have on the competitiveness of the precinct against other centres with a similar offering. Both excessive traffic congestion and insufficient parking reduce the competitiveness of centres like Macquarie Park. The rate of transition is the key and striking the right balance at the right time between reducing private car usage and discouraging the leasing of commercial space in the area (and hence discouraging re-development) due to insufficient parking being available.

ITEM 9 (continued)

The Final Draft Parking Rates Map has been refined to align with the boundaries of draft Ryde Local Environmental Plan Amendment 1 FSR Map as highlighted below. This approach will provide greater consistency in the application of planning instruments in the Macquarie Park Corridor.



In a highly competitive commercial space market, parking availability is very important for Macquarie Park and other comparable centres. The proposed changes to commercial parking rates will marginally impact the attractiveness of some sites; but this is not expected to be to an extent that will encourage tenants / developers to relocate to alternative locations on masse, or to discourage redevelopment. While the proposed parking rates will be more restrictive to those currently applied to other centres (such as Norwest or Rhodes), it is important to recognize Macquarie Park is the second biggest business centre in the Sydney region with a substantial number of trips to/from the precinct on a daily basis.

ITEM 9 (continued)

Macquarie Park has many strategic location advantages with the availability of large floor plates, its central location, quality of infrastructure, current/future residential catchment, etc. These attributes go some way to offset some of the perceived impacts due to reduced parking availability for certain types of businesses. Moreover, other centres are likely to have their parking rates revised and adjusted over the upcoming years which will inevitably reduce the parking rate differences between Macquarie Park and its competitors.

The challenge for Macquarie Park is to ensure that it is future proofed and that the redevelopment rate is not adversely impacted. This can only be achieved with a combination of improved traffic network operations (to which a modified mode share is crucial), improved public transport service and an increased residential catchment. The proposed scheme takes this in consideration and allows the implementation of a “period of adjustment” to ensure that the transition is gradual and has minimal impacts on the precinct’s competitiveness.

Staged Implementation

While the mode share estimations and scenarios evaluation were based on introducing the new rates now and maintaining them until 2031, the proposed strategy would benefit from having a transition / staging program to assist in gradually delivering the modified parking rates. It is also logical to combine the full implementation of the revised parking rates with improvements to the public transport service in the area, so that workers who decide to make the transition from private vehicle have an attractive, viable alternative in public transport. This will help in gaining support from the community and stakeholders.

The implementation of the North West Rail Link (with completion estimated by 2019) will constitute a significant improvement to public transport service in the area. This upgrade is a logical trigger after which the modified parking rates could be made fully operational. Until then, a transition period could be applied in which the new rates would only apply to “new development”. Any re-development would be allowed to maintain current parking supply (that is, where the new rates would result in a reduction of parking spaces, this would be waived so that current supply could be kept).

A staged implementation allows for other initiatives to be planned and delivered such as bus service improvements and walking / cycling facilities, which would assist in achieving a successful balance of different mode shares while overall parking provision is reduced (in proportion to the overall floor area).

ITEM 9 (continued)

The proposed implementation strategy is summarized below.

Indicative Date	Action
2015	Seek community comment through the planning controls review process. For the purpose of this implementation strategy, it is assumed that Council will adopt the planning controls following exhibition.
2016	Apply the revised parking rates to “new developments” (i.e.: “Two Zones” at 1/60 & 1/100) through the DA process; Re-development would have the new rates waived if these resulted in a reduction of current parking supply.
2016-2019	Investigate and implement measures that can assist modal shift such as improved bus services / bus priority, improved walking and cycling facilities, etc.
2019	Apply the revised rates to re-development as well as new developments (i.e.: “Two Zones” at 1/60 & 1/100); This would coincide with the delivery of the North West Rail Link and improved frequency along the Chatswood – Epping Rail line.
2020	Undertake a review of commercial off-street parking rates and evaluate the outcomes of the 2015 – 2020 period.

Financial Implications

The Bitzios Report undertaken in 2014-15 cost \$50,000. Following endorsement by Council of the proposed amendments to the commercial car parking rates, City of Ryde staff will prepare a Planning Proposal to be submitted to the Department of Planning and Environment; estimated cost of \$5,000. The costs incurred will be funded from the Urban Planning budget.

ITEM 9 (continued)**Options**

1. Do Nothing

Council could elect to leave the commercial car parking rates at their current levels (1/46, 1/60, 1/70) and continue to allow all day parking at a capped rate; status quo would remain. However such a decision could place the future growth of the Corridor at risk. Traffic congestion is already an issue for businesses, in particular, attracting a skilled workforce. The Macquarie Park Transport Management Association (Connect Macquarie Park + North Ryde) was established to assist businesses by improving travel choices and thereby reduce traffic congestions. Should Council not pull this lever, workers will continue to drive and congestion will become worse over time. With development expected to double by 2031, this level of traffic would not be sustainable. For these reasons, this option is not recommended.

2. Implement the proposed commercial car parking rates (only)

The proposed commercial car parking rates would be introduced; however the capped rate for all day parking would remain. Whilst this would be a positive step forward in managing commercial car parking (off street); it would be a lost opportunity to send a signal that driving to work comes at a cost and is discouraged in preference of more sustainable modes of transport.

Council staff would report back to Council on a draft Planning Proposal, draft Development Control Plan amendments and proposed community consultation required to effect this change.

3. Implement the proposed commercial car parking rates and remove the cap on all-day parking (recommended option)

The recommended scenario (70% car mode share/ 'Two Zones Only' /1 to 60 and 1 to 100 GFA) achieves a balance between minimising the effects of traffic congestion growth in the precinct and the impacts that the modified rates will have on the competitiveness of the precinct against other centres with a similar offering. This amendment to the commercial car parking rates would be supported by the removal of the all-day parking rate cap; replacing with an hourly car parking rate.

Council staff would report back to Council on a draft Planning Proposal, draft Development Control Plan amendments and proposed community consultation required to effect this change.

MACQUARIE PARK PARKING RATES STUDY

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Macquarie Park Parking Rates Study

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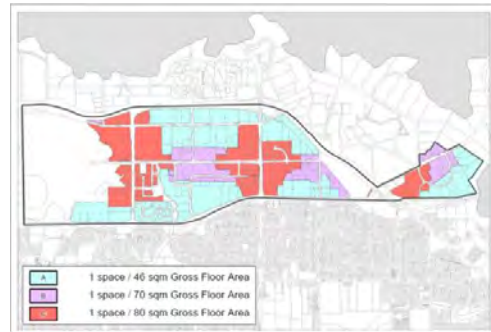
EXECUTIVE SUMMARY

The Macquarie Park precinct has experienced significant growth in recent years and is expected to continue its redevelopment and diversification with forecasts of it doubling its number of employees by 2031. Congestion levels in the study area have increased significantly in recent years. As the precinct continues to grow and redevelop, it will naturally transition to include a greater proportion of conventional, CBD-style office space. As part of this transformation, transport usage will need to move away from predominantly private vehicle access to both support the centre's transformation into a more diverse commercial precinct and to simply facilitate the centre having sustainable levels of accessibility so that it can remain competitive for attracting investment. Parking provision will play a decisive role in this transformation as a key factor that can influence the transport mode share.

Three commercial/industrial parking rates are currently applicable, as follows:

- 1 space / 46m² Gross Floor Area, FSR of 1:1 in Area A;
- 1 space / 70m² Gross Floor Area, FSR 1.5:1 in Area B; and
- 1 space / 80m² Gross Floor Area, FSR 2:1 and 3:1, in Area C (within 400m of a rail station).

Residential parking rates have been excluded from this study. The residential parking rates currently applicable in the precinct are outlined in the recently approved DCP.



In general, the parking rates and parking characteristics in Macquarie Park sit somewhere between a car-dominated business park and a traditional non-CBD business centre with office towers (i.e. like Chatswood and Green Square). However, the scale of employment and traffic in Macquarie Park far exceeds other "secondary" centres in Sydney and any parking supply policy change will therefore have a significant effect on future traffic congestion levels.

Stakeholder feedback is mixed but there is a general consensus that whilst parking supply is an important commercial feature, there is some "room to move" in reducing rates in the 1/46m² GFA area (i.e. Macquarie Park Area A) before parking limitations actually affect the competitiveness of leasing space and further investment in the area.

The key issue for changing parking rates in Macquarie Park appears to be the rate of transition over time related to how quickly public transport services can be added to provide a practical alternative, and how quickly land use change can occur in Macquarie Park office space product type and in employees moving closer (on average) to Macquarie Park. Parking supply rate changes should be seen as one factor, albeit an important factor in encouraging land use and public transport changes but managed carefully as Macquarie Park transforms to a slightly different product mix.

The Business as Usual (BAU) case is estimated to result in an increase of total parking supply of approximately 10,000 spaces by 2031 to accompany the increase in GFA. As a result, the current private vehicle mode share (75%) would experience a negligible reduction (to 74%) which is insufficient to generate improvements to the current and future road network performance issues and would likely worsen current congestion levels.

The two private vehicle mode share targets investigated produced a reduced total parking supply when compared to the BAU case. With an increase in GFA of approximately 1,070,000m² and redevelopment of 50% of the existing floor space, the results indicate that:

- Achieving a 70% mode share target by 2031 would require the total increase in parking supply to be limited to approximately 3,000 to 4,000 spaces. This represents a parking space growth of 1 space per 355m² of new or redeveloped floor space, approximately; and
- Achieving a 60% mode share target by 2031 would require a total decrease in current parking supply in the order of 9,000 spaces. This means that sites that are re-developed would have their parking reduced substantially and new developments/infill would have far more restrictive parking rates.

An evaluation framework was formulated to appraise and compare various parking provision scenarios. The evaluation was based on five main criteria, as follows:

- Progress to reach the preferred mode share target of 60% by private vehicle;
- Alignment with planned building densities and areas of existing and potential PT accessibility;
- Impacts on commercial viability of continued development and competitiveness with other centres;
- Staging and implementation of parking rate changes (e.g. in line with PT upgrades); and
- Differential impacts of using significantly different rates in adjacent precincts within Macquarie Park.

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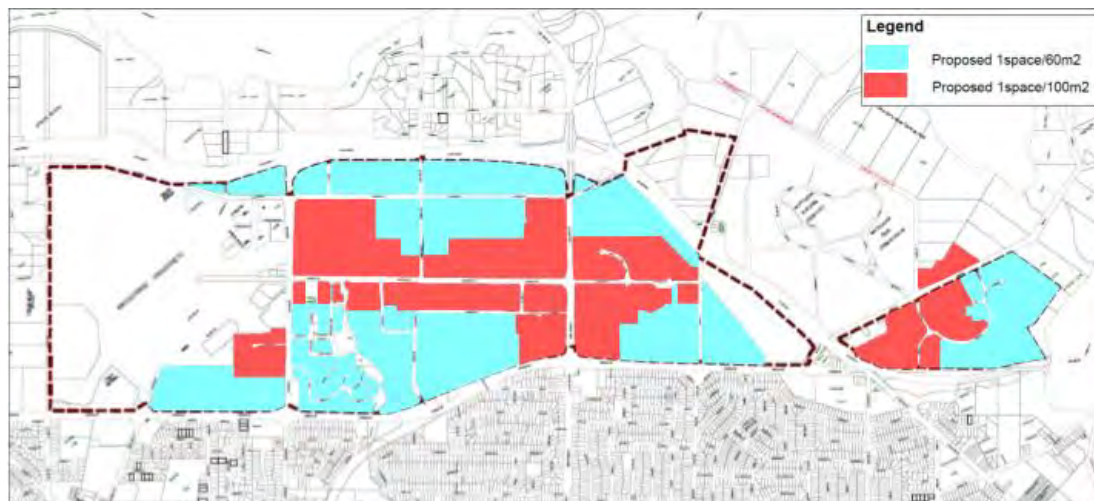
Macquarie Park Parking Rates Study



Following the scenario evaluation and feedback received from Council, it was determined that the 60% private vehicle mode share scenarios involved measures considered to be too aggressive and that this could eventually affect the precinct's competitiveness and viability.

The 70% private vehicle mode share target scenarios produced a more reasonable change in total supply, allowing overall parking supply to grow as floor space grows to 2031, while doing so at a much lower rate.

Three scenarios were evaluated to help achieve the 70% private vehicle mode share target by 2031 ("Even reduction of parking rates throughout the precinct", "Bias around stations" and "Two Zones Only"). The outcome of the evaluation process and consultation with Council was that the preferred scenario was the "Two Zones Only – 70% Private Vehicle Mode Share". This scenario consists of a parking rate of **1/60m²** for commercial and industrial floor space on the outer areas and **1/100m²** in the core (closer to the train stations).



The key reasons to select this scenario are as follows:

- It allows a certain differentiation between areas with better public transport provision (namely those in close proximity to the rail station);
- The differentiation introduced is not as aggressive as "Bias Around Stations" scenario, which would have the higher rate approximately four times higher than the lower rate, therefore having the potential to discourage development in the core areas and/or introduce differential impacts for sites in close proximity to one another;
- Spatially, it is aligned with Council's "Floor Height Map" for Macquarie Park which would simplify the implementation and improve consistency for different planning instruments; and
- The proposed scheme does not include any sectors with rates above 1/100 (i.e. the changes are not as pronounced when compared with other scenarios which include sections with rates of 1/150 or 1/200);

While the mode share estimations and scenarios evaluation were based on introducing the new rates now and maintaining them until 2031, the proposed strategy would benefit from having a transition / staging program to assist in gradually delivering the modified parking rates. It is also logical to combine the full implementation of the revised parking rates with improvements to the public transport service in the area, so that workers who decide to make the transition from private vehicle have an adequate alternative in public transport. This will help in gaining support from the community and stakeholders.

The implementation of the North West Rail Link (with completion estimated by early 2019) will constitute a significant improvement to public transport service in the area. Not only will it directly connect Macquarie Park with residential catchments to the west of Epping, but it will also increase train frequency in the Epping to Chatswood Rail Link (claimed to be converted to "one train every four minutes during the peak periods"). This upgrade is a logical trigger after which the modified parking rates could be made fully operational. Until then, a transition period could be applied in which the new rates would only apply to "new development". Any re-development would be allowed to maintain current parking supply (that is, where the new rates would result in a reduction of parking spaces, this would be waived so that current supply could be kept).

A staged implementation also allows other initiatives to be planned and delivered such as bus service improvements and walking / cycling facilities, which would assist achieving a successful balance of different mode shares while overall parking provision is reduced (in proportion to the overall floor area).

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Macquarie Park Parking Study



1. INTRODUCTION

1.1 BACKGROUND

Bitzios Consulting has been engaged by the City of Ryde to undertake a parking study for the Macquarie Park Precinct. Macquarie Park is a growing business precinct, recently outperforming all Sydney non-CBD centres in terms of its growth. Macquarie Park has diversified from its original technology and research focus into more of a general office and “corporate headquarters” area. The precinct includes Macquarie University (with approximately 40,000 enrolments) and Macquarie Centre (with approximately 140,000 sqm GFA). It is forecast to increase by approximately 1,000,000 sqm of office floor space over the next 20 years. The study area is shown in Figure 1.1.



Figure 1.1: Study Area

The main road corridors servicing the study area consist of the M2 Motorway, Epping Road, Delhi Road and Lane Cove Road.

Relatively high parking rates for new commercial development have been in place in Macquarie Park (compared to other employment centres within 20 km of the Sydney CBD) and parking availability has historically been a catalyst for attracting new development into the area and for attracting tenants to existing developments. Its plentiful parking, strategic location related to the roads system has fuelled its evolution into a “business park” with corporate “head offices” of many large companies taking up sites with typically low storey, large floor plate buildings.

Based on a report prepared by ARUP in 2009, the precinct currently contains approximately one car space per employee, the total supply within the precinct consists of:

- 31,500 off-street car parking spaces;
- 1,000 on-street car parking spaces in the precinct;
- 1,300 on-street car parking spaces around Macquarie University; and
- 5,200 off-street car parking spaces within Macquarie University.

This level of parking supply is one of a number of factors which encourages workers to drive to and from the precinct.

The precinct has experienced significant growth in recent years and is expected to continue its redevelopment and diversification with forecasts of it doubling its number of employees by 2031. In addition, the State Government identified “North Ryde Station” and “Herring Road” as two Priority Precincts (formerly Urban Activation Precincts) with significant housing growth anticipated for both areas.

Congestion levels in the study area have increased significantly in recent years. As the Macquarie Park Precinct continues to grow and redevelop, it will naturally transition to include a greater proportion of conventional, CBD-style office space. As part of this transformation, transport usage will need to move away from predominantly private vehicle access to both support the centre's transformation into a more diverse commercial precinct and to simply facilitate the centre having sustainable levels of accessibility so that it can remain competitive for attracting investment. A higher proportion of public transport and active transport trips are important objectives to ensure that

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this occurs. Careful management of parking supply will play an important role over time as this transition takes place.

1.2 SCOPE

The study was divided into three stages, with key tasks as outlined below:

Stage 1 – Research Phase

- evaluate current operations, current parking rates, parking demand sources and other relevant factors;
- undertake consultation with key stakeholders to understand current needs and future challenges;
- undertake a comparison of parking supply with similar centres; and
- summarise existing parking issues.

Stage 2 – Parking Strategy Development

- estimate future year parking demands and evaluate the consequences of a “business as usual” scenario;
- develop options/scenarios to address future year travel demands and achieve desired modal shift targets;
- evaluate the viability of each scenario and the economic impacts versus the benefits of each scenario; and
- formulate an integrated parking strategy for the precinct, defining future parking rates and associated policy changes needed.

Stage 3 – Action Plan and Reporting

- develop a transition plan and associated time frames to implement the parking strategy;
- prepare an action plan identifying required changes to the DCP / planning tools and other plans/strategies;
- undertake consultation with key stakeholders and seek feedback on the proposed changes; and
- prepare a report documenting the study methodology, key findings and recommendations.

It should be noted that the residential parking rate is excluded from this study.

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2. PREVIOUS PARKING STUDY

ARUP completed the *Macquarie Park Corridor Parking Study* in November 2009. This was accompanied by a commercial market analysis by Jones Lang LaSalle.

The key findings from that study were:

- *the parking supply in Macquarie Park is “generous” with 31,500 car parking spaces for 32,000 employees. The majority of off-street supply is on private land. In addition, Macquarie University has 5,000 off-street and 1,300 on-street spaces;*
- *historically, the area has attracted businesses with a high level of car dependency. Major road access is very congested. The interrelation between parking and congestion is complex;*
- *in 2009, a large number of developments were in the pipeline and would continue to impose inertia on the change in parking supply rates. The private ownership of most off-street parking in the area also has a similar effect;*
- *in terms of the rental market, Macquarie Park offers lower rents, but an essentially different product from the CBD and North Sydney centres. Its competing centres are considered to be the Sydney CBD Fringe, Parramatta, Homebush Bay/Rhodes and Norwest, with Sydney CBD Fringe Centres the most closely aligned in product; and*
- *Macquarie Park in 2008 was an immature business centre, with developing public transport links (particularly rail) and lower employment densities than other major business centres. Businesses were generally Research and Development-focussed, including pharmaceuticals. Recent planning changes had allowed these business types to diversify somewhat, leading to the possibility of travel behaviour changes.*

ARUP’s key recommendations included a combination of “hard” (physical infrastructure) and “soft” (user behaviour and policy) changes across the short, medium and long terms. These recommendations are shown in Table 2.1.

Table 2.1: Key Recommendations of the ARUP 2009 Report

Short Term Recommendations	Medium Term Recommendations	Long Term Recommendations
<ul style="list-style-type: none"> ▪ <i>Maintain current LEP car parking provision rates and parking pricing;</i> ▪ <i>Improve wayfinding for pedestrians and safe walking routes;</i> ▪ <i>Promote Car Sharing and educate towards reduced car travel; and</i> ▪ <i>Develop transitional car parking spaces to be converted to other uses later.</i> 	<ul style="list-style-type: none"> ▪ <i>Promote multi-modal travel, improve access to rail stations;</i> ▪ <i>Promote carpooling through reduced parking prices for multiple occupant vehicles;</i> ▪ <i>Further extend resident car parking schemes;</i> ▪ <i>Further implement Business and Institutional Workplace Travel Plans.</i> 	<ul style="list-style-type: none"> ▪ <i>A further review of commercial off-street parking rates (i.e. this study);</i> ▪ <i>Implement the Metro Wide Parking Policy by NSW Government;</i> ▪ <i>Develop Pedestrian-Focussed Employment Centre Precincts;</i> ▪ <i>Assess potential for development funded Section 94 Car Parking Plan;</i> ▪ <i>Provide peripheral car parking and Park & Ride Strategy for employees and visitors.</i>

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Macquarie Park Parking Rates Study

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3. EXISTING SITUATION AND ISSUES

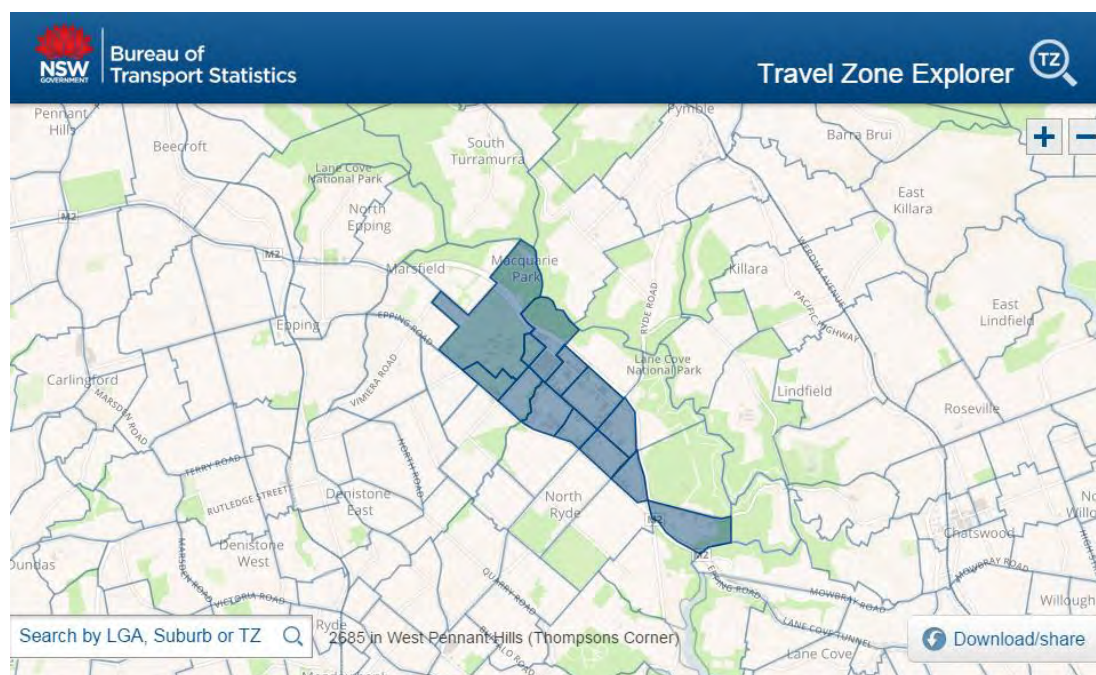
3.1 EMPLOYMENT IN MACQUARIE PARK

The 2011 Australian Bureau of Statistics (ABS) Census records employment but typically does not publish it at a disaggregate level. The *Bureau of Transport Statistics (BTS) Employment Forecast* uses the ABS Census data to extrapolate job numbers to the BTS travel zone framework. The most recent forecast (released in September 2014) estimated approximately 56,000 jobs in the precinct at 2014. This consists of an interpolation between the measured ABS 2011 Census value of circa 53,000 and the projected 2016 value of circa 57,000. City of Ryde estimates that employment may rise to 80,000 by 2031.

Another indication of the employment levels in the precinct comes from the *2011 BTS Journey To Work* data which indicates the total trips into the precinct to be in the order of 43,000 per day.

3.2 RESIDENT NUMBERS

The number of residents is small compared to the number of jobs in the area. Using the *BTS Travel Zone Explorer*, the existing population in the precinct is estimated to be in the order of 3,000 residents with a resident workforce of approximately 1,100. The precinct travel zones are shown in Figure 3.1.



Source: *BTS Journey to work Visualisation*: <http://visual.bts.nsw.gov.au/tz/>

Figure 3.1: Precinct Travel Zones Used to Calculate Resident Population

However, it is important to note that the travel zones immediately to the south and west contain (approximately) an additional 10,000 residents.

City of Ryde estimates that the number of residents will increase substantially by 2031. The Herring Road Urban Activation Precinct and various other zoning changes and developments will contribute to this increase. The parking provision rates for residential developments is not assessed in this study.

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3.3 MODE SHARE & TRIP DISTRIBUTION

3.3.1 Overview of Journey to Work Data

The BTS provides estimated trip numbers per travel zone based on the five-yearly ABS Census Data. The 2011 and 2006 BTS Journey to Work Surveys were used with their corresponding geospatial systems to identify origin and destination for trips to and from the study area, as well as the modal splits. A comparison for these two years is provided in Figure 3.2 with a more detailed analysis shown in Table 3.1.

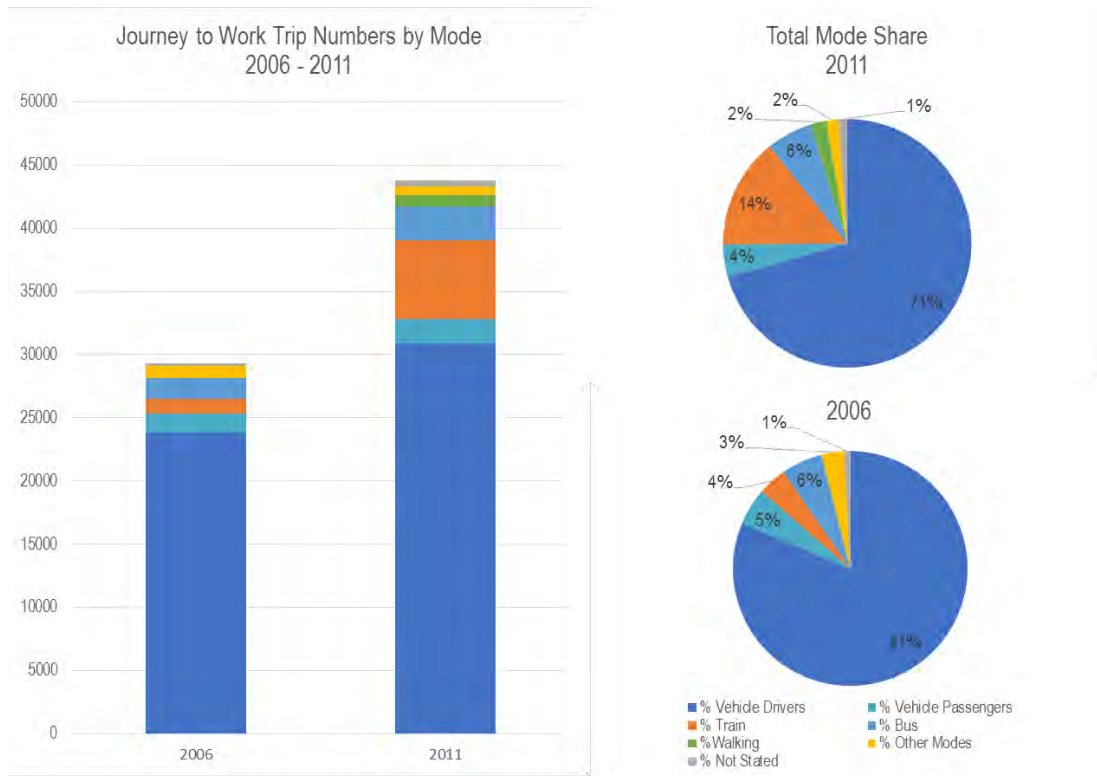


Figure 3.2: Comparison of Journey to Work trips and mode share (BTS, 2006 & 2011)

Table 3.1: Summary of JTW 2006 and 2011 Data

Year	TOTAL Trips	Vehicle Drivers		V. Passengers		Train		Bus		Walking		Other		Not Stated	
		Trips	Mode %	Trips	Mode %	Trips	Mode %	Trips	Mode %	Trips	Mode %	Trips	Mode %	Trips	Mode %
2006	29,352	23,846	81%	1,497	5%	1,157	4%	1,663	6%	Counted as 'Other'		914	3%	246	1%
2011	43,799	30,917	71%	1,861	4%	6,303	14%	2,625	6%	890	2%	699	2%	489	1%
Difference	14,447	7,071	30%	364	24%	5,146	445%	962	58%	890	-	-215	-1%	243	99%
Modeshare Change			-11%		-1%		10%		0%		2%		-2%		0%

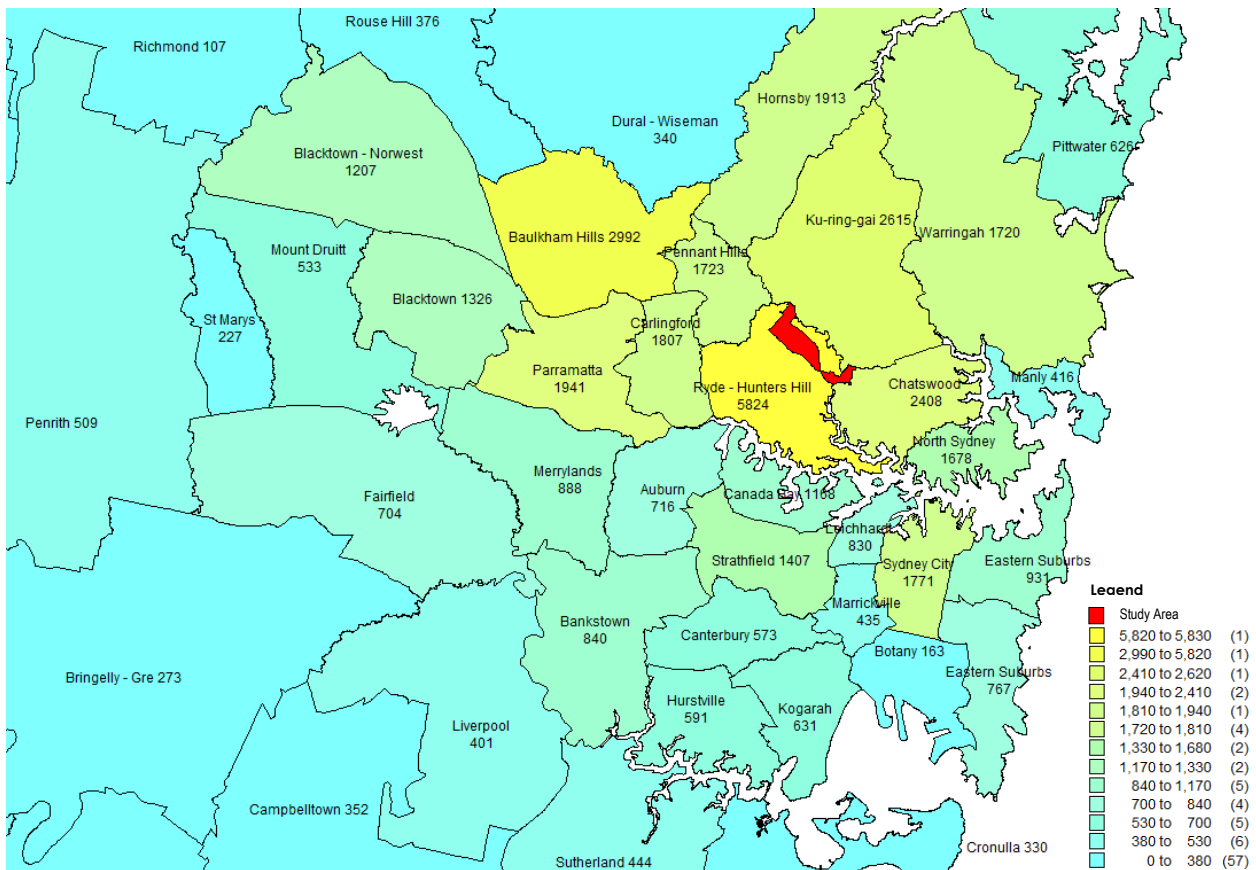
The data indicates that between 2006 and 2011 the total journey to work trips grew by 49% from 29,352 to 43,799, while both passenger and driver vehicle trips grew more slowly than all other travel modes with the most significant increase in public transport usage. It should be noted that these incoming JTW trip numbers also include students, shoppers and other groups. These trips are also likely to continue growing in the future.

This resulted in the mode share changes highlighted in Table 3.1. The Private Vehicle / Non-Private Vehicle split stood at 75% / 25% in 2011 compared to the Year 2031 precinct target of 60% / 40% (Macquarie Park Traffic Study, 2008). The substantial growth in train trips is related to the opening of the "Chatswood to Epping Rail Link" in 2009. However, a significant net growth in car trips was still observed. It was interesting to note that between 2006 and 2011, with the opening of the Chatswood to Epping Rail Link, there appeared to be a shift of 10% more trips from car to train, with all other modal shares remaining relatively constant. This finding underlines some of the challenges facing bus transport in attracting greater modal shares as congestion increases, even if effective parking supply was to reduce.

The recorded vehicle occupancy also remained stagnant at 1.06 persons per vehicle. It should be noted that the trips originating in the study area totalled approximately 800 in 2006 and 1,000 in 2011. These numbers are small compared to the incoming trips and show the focus on employment-based (inbound) Journey to Work Travel. University student travel would have similar patterns to commuter (inbound) travel although would not be as concentrated in the peak periods and for work-based trips.

3.3.2 Spatialising the Journey to Work Data

The Journey to Work data identifies the origin and destination of each trip category and can be visualised using GIS software to show the spatial distribution of the trips. Total trip numbers have been aggregated to Statistical Area 3 level (roughly LGA level) and are presented in Figure 3.3.

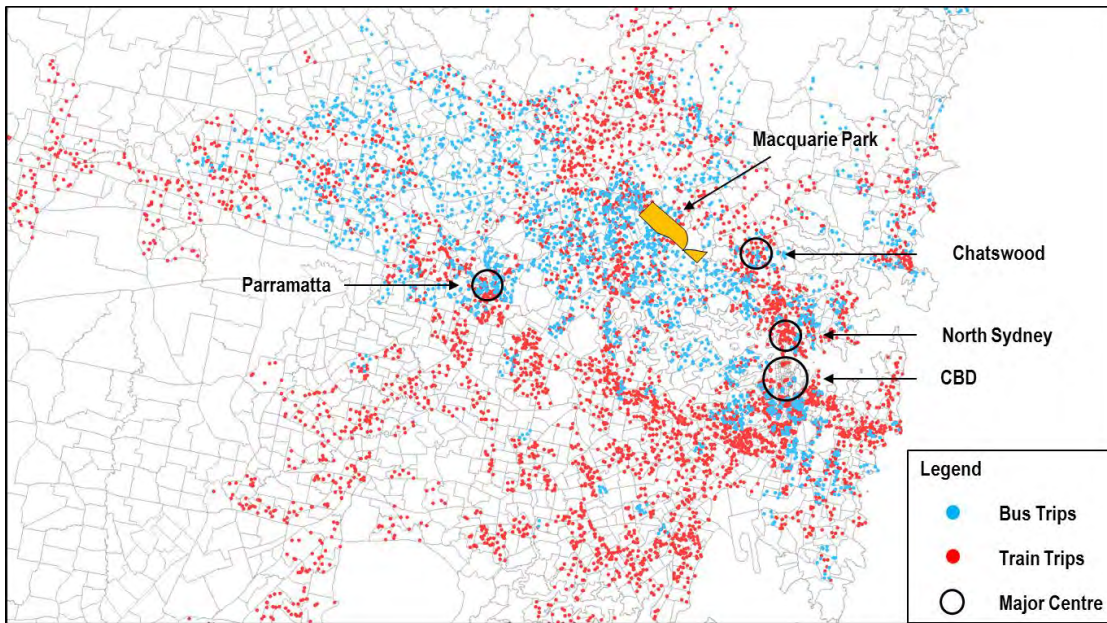


Source: BTS Journey to Work Table 19: Origin TZ x Destination TZ x Mode9 V1.1

Figure 3.3: Total Incoming Daily Commuter Trips by Statistical Area (SA3)

Figure 3.3 shows a broad spread of resident locations for employees of Macquarie Park with higher numbers closer to Macquarie Park as expected. It is also evident that the vast majority who work in Macquarie Park reside in Sydney’s northern and north-western corridors.

This data was further disaggregated by Public Transport modes (Train and Bus) for a comparison of their different catchment areas. Figure 3.4 provides an overview of these areas using a dot density plot.



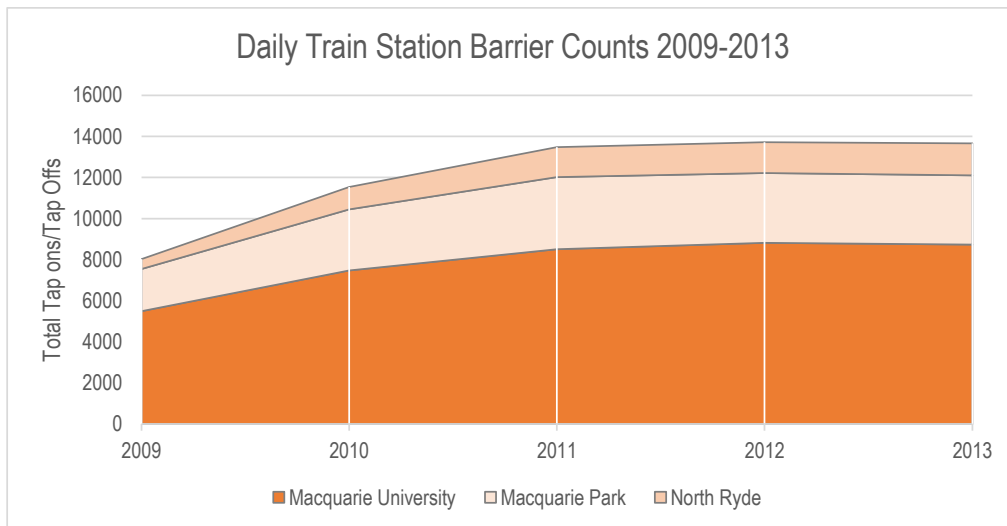
Source: BTS Journey to Work Table 19: Origin TZ x Destination TZ x Mode9 V1.1

Figure 3.4: Incoming Train and Bus Trip Origin Locations

The bus trips appear to congregate in areas not serviced by rail and where a direct or “single change” bus service is evident, relatively close to Macquarie Park. Conversely train trips come from farther afield with multiple interchanges required in some cases, and high park and ride/kiss and ride usage near the “home” location is also likely.

3.3.3 Train Station Barrier Counts

The opening of the North Ryde, Macquarie Park and Macquarie University Stations in 2009, along with overall trip growth accounts for the large growth in commuter train trips shown in Figure 3.5.



Source: BTS Station Barrier Counts – 2004 - 2013

Figure 3.5: Daily Train Station Barrier Counts in the area 2009-2013

The usage “ramp up” phase can be seen from 2009 to 2011. Following this, train demand has remained stagnant to 2013. Changes to the timetables at these stations have been in place since October 2013, but at the time this study was prepared, the 2014 data had not been released to show the effects of timetable changes on patronage. The aggregate nature of the publicly released Station Barrier Counts means the types of users (students, employees etc.) at each station cannot be determined .

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Into the future, the incorporation of the Epping-Chatswood Rail Line into the “rapid-transit” North West Rail Link is likely to change train patronage for access to Macquarie Park. It will capture a new north-west catchment with increased frequencies, but may also lose its direct connection to the city and become dependent on the transfer efficiency at Chatswood Station, which may deter some travellers who have a viable “drive and park” choice.

3.3.4 Overall Travel Pattern Influences on Parking Needs

The data suggests that the resident locations of trips to/from Macquarie Park are diverse across Northern and Western Sydney, as well the inner south-west. In the short term and medium term, this will make increasing public transport usage quite challenging. Over many years, congestion and other factors are likely to see a housing shift as Macquarie Park workers move closer towards their workplace where more buses and direct trains exist. If implemented, the mooted light rail from Parramatta may also have some influence on resident location choice when working in Macquarie Park. Improved coverage of direct bus services as the size of the potential patronage market increases within Macquarie Park will also assist in reducing the proportion of Journey to Work trips by car; however these changes take time. The challenge will be to influence this modal shift gradually through incremental parking supply policy that works with the suite of other changes that encourage modal shift (such as bus service changes, bus priority, improved active transport connections etc.). The length of time over which this transition occurs is important, so as to not suddenly affect the competitiveness of Macquarie Park compared to other similar centres.

ITEM 9 (continued)

ATTACHMENT 1

Macquarie Park Parking Rates Study

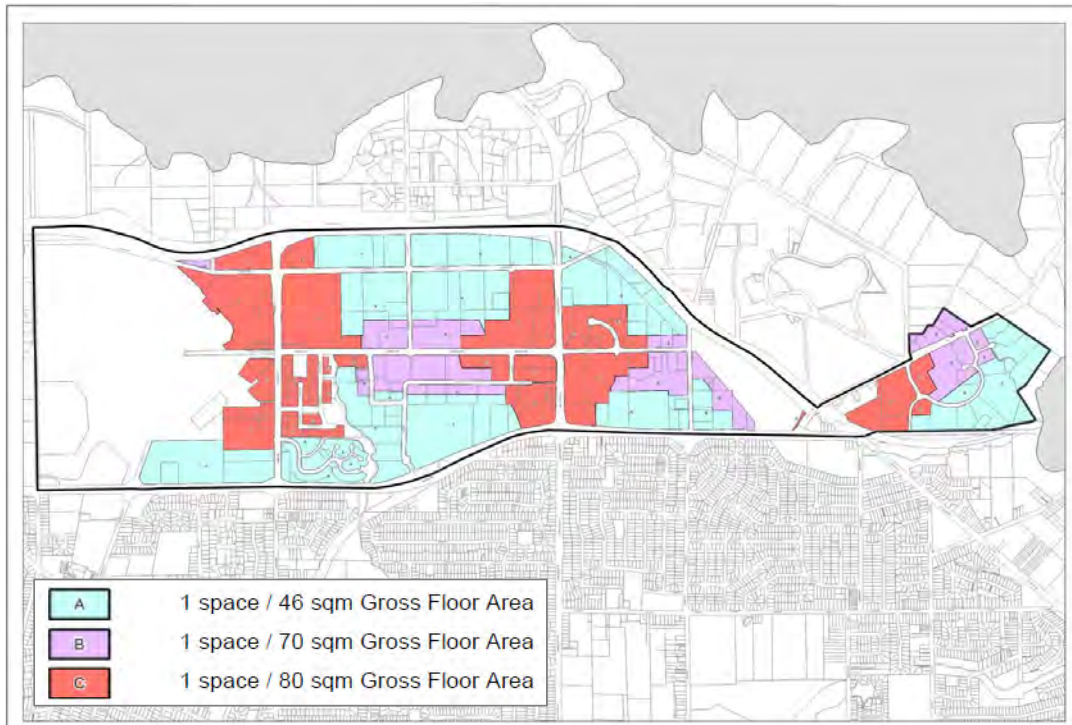


4. EXISTING PARKING RATES

The Macquarie Park Precinct is covered separately to the City of Ryde DCP office rate via Clause 4.5B (2) of the *Ryde LEP 2014*. The three applicable commercial and industrial rates include:

- 1 space / 46m² Gross Floor Area, FSR of 1:1 in Area A;
- 1 space / 70m² Gross Floor Area. FSR 1.5:1 in Area B; and
- 1 space / 80m² Gross Floor Area, FSR 2:1 and 3:1, in Area C (within 400m of a rail station).

The applicable areas are defined in the *Ryde LEP 2014* as show in Figure 4.1.



Source: *Ryde LEP 2014, Macquarie Park Corridor Parking Restrictions Map. 6700_COM_MPP_004_010_20140227 to _009_010_20140227.*

Figure 4.1: Macquarie Park Corridor Parking Rates, Ryde LEP 2014

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5. COMPARISONS TO OTHER CENTRES

5.1 COMPARISON LOCATIONS

A comparison with the parking rates applicable in other commercial centres was conducted to better understand how Macquarie Park is positioned in relation to its competing precincts. The locations included in this comparison were:

- Chatswood;
- Green Square;
- North Sydney;
- Rhodes;
- Norwest;
- Olympic Park; and
- Parramatta.

The main factors considered as part of this comparison are the total floor space, existing mode share (from JTW 2011), with detailed data presented in Appendix B. Qualitative considerations like the overall transport context, business specialisation, area character, zoning and presence of residential areas (and consequent local trips) were also taken into account.

The Jones Lang LaSalle commercial market analysis accompanying the ARUP 2009 Report is still considered relevant for current conditions.

5.2 CHATSWOOD

5.2.1 Off-street Parking Maximum

In accordance with the *Willoughby Development Control Plan*, three parking rates for commercial floor space are applicable, as follows:

- 1/60m² outside Rail Precincts;
- 1/110m² in railway precincts and other major public transport corridors, except below; and
- 1/200m² in Chatswood Business Centre (WLEP Zone B3: Commercial Core), where access is only available from Pacific Highway, Albert Ave, Victoria Avenue, Help or Railway Streets.

The rate of 1/200m² is the applicable parking provision for comparison to Macquarie Park.

5.2.2 Transport Context

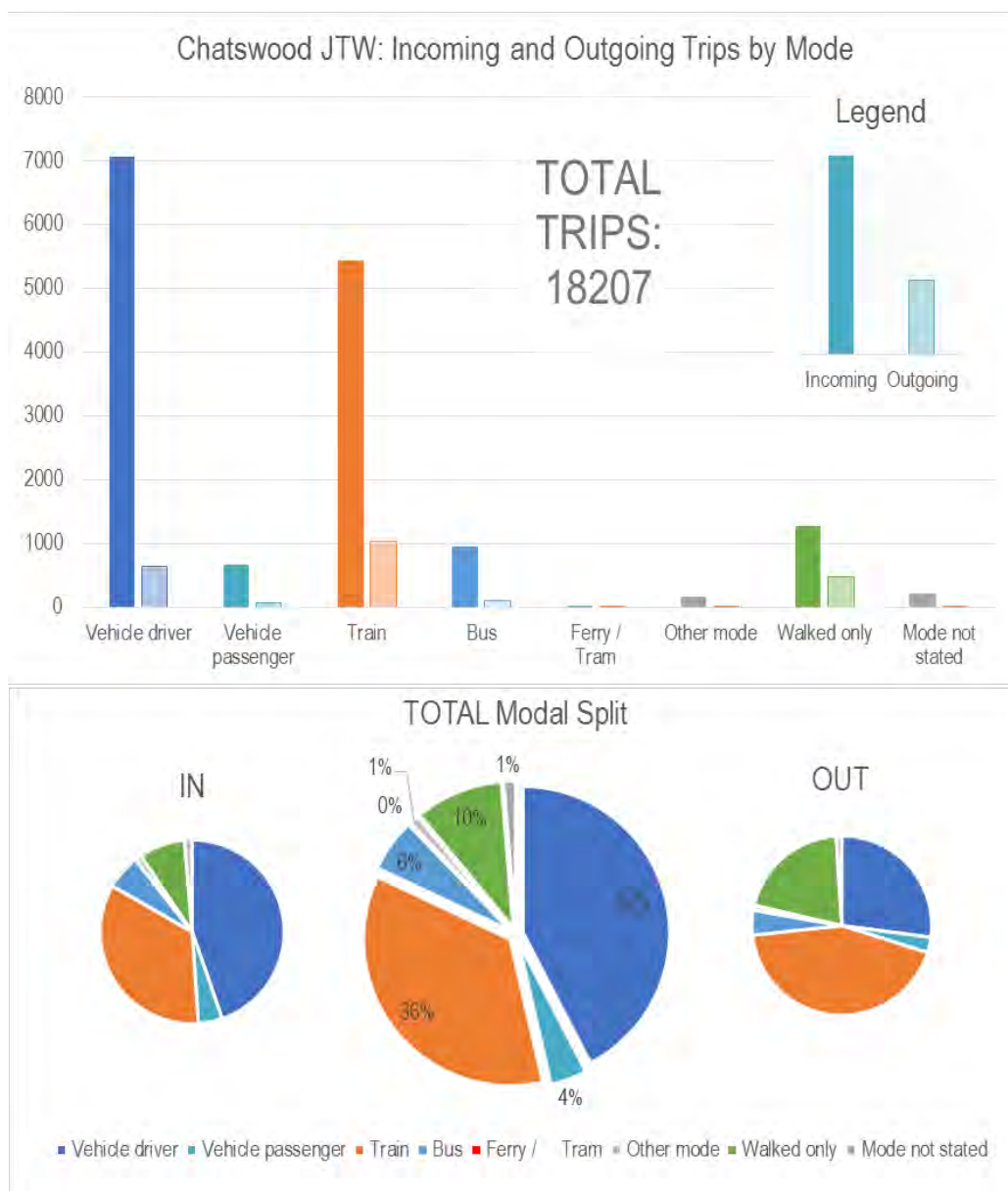
The 2011 Journey to Work data summarised in Figure 5.1 indicates a reasonable train mode share and a high walking rate. The private vehicle percentage is 46%, which is much lower than the Macquarie Park goal of 60%. However, this favourable mode split is influenced by a variety of factors:

- **Train mode share:** Chatswood is a major station serviced by all services of the T1 North Shore & Northern Line, including limited stops and services terminating at Chatswood. The business district is also reasonably compact around the station;
- **Future train mode share:** *Sydney's Rail Future* and the *NSW Long Term Masterplan* propose the temporary termination of the North West Rail Link at Chatswood. This will give a direct connection from the northwest to Chatswood. With the possible extension of the rapid transit line across the harbour, Chatswood would become even more accessible by rail;
- **Cost of parking:** Chatswood has a relatively high cost of parking which contributes to discouraging car trips;
- **Bus:** Chatswood serves as a focal point for bus services on the North Shore;
- **Walking mode share:** a 10% Walking mode share is supported by the integration of residential space in and around the business centre; and
- **Land use structure:** Chatswood is a more "compact" centre around transport hubs with a far greater proportion of employees located around bus transport than is the case in Macquarie Park.

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Macquarie Park Parking Rates Study



Source: BTS Journey to Work Database, 2011

Figure 5.1: Chatswood JTW Trips and Modal Share (2011)

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5.3 GREEN SQUARE

This industrial area has been “renewed” with its transformation into “... a place of innovative housing design, bespoke business and retail, and creative and engaged communities ...” – (City of Sydney Website), accompanied by a large investment in civic infrastructure. It should be noted that Green Square is considered an emerging commercial centre, with accompanying residential development, not yet fully realised.

5.3.1 Off-Street Parking Maximum Rates

Bitzios Consulting undertook the *Green Square Town Centre Parking and Traffic Study* in 2012/2013 for City of Sydney. This included an assessment of the commercial parking rates attached to the Mixed Use developments planned. Green Square is covered by the *South Sydney DCP 11* which prescribes 1 space/125m².

Following investigations of the current planning documents, this parking rate was found to still be current for the Green Square Precinct. However, it should be noted that the City of Sydney has updated their location-specific DCP (*Green Square Town Centre DCP 2012, amended 2014*), referring directly to the *LEP 2012*. This also details the maximums for a slightly wider area surrounding Green Square in Section 7.6 of that document, with the following maximums depending on the Floor Space Ratio (FSR).

Table 5.1: Maximum Parking Rates – Green Square

Land Category	FSR	Space / m ²
D	Less than 3.5:1	1 space / 175 m ²
E	Less than 2.5:1	1 space / 125 m ²
F	Less than 1.5:1	1 space / 75 m ²
D, E or F	Greater than the above restrictions	Determined by a formula

5.3.2 Transport Context and Mode Share

The 2011 Journey to Work data summarised in Figure 5.2 indicates a level of car dependence in the order of 65% (vehicle driver or passenger) with a reasonably high train mode share of 20%. Buses account for approximately 6% of total trips. Some relevant factors related to this precinct are:

- despite a prominent location and compact town centre, train trips to the precinct are not as high as anticipated. The T2 Airport / East Hills line servicing Green Square Station typically requires a transfer at Central Station for most trips to Green Square, which could function as a deterrent;
- although the 370, 309, 310 and M20 bus routes service the precinct directly, and the 343, 345 and 348 pass nearby, they are not particularly frequent and so bus mode share is low; and
- “other mode” (3%) and “Walked Only” (4%) are relatively low but to be expected.

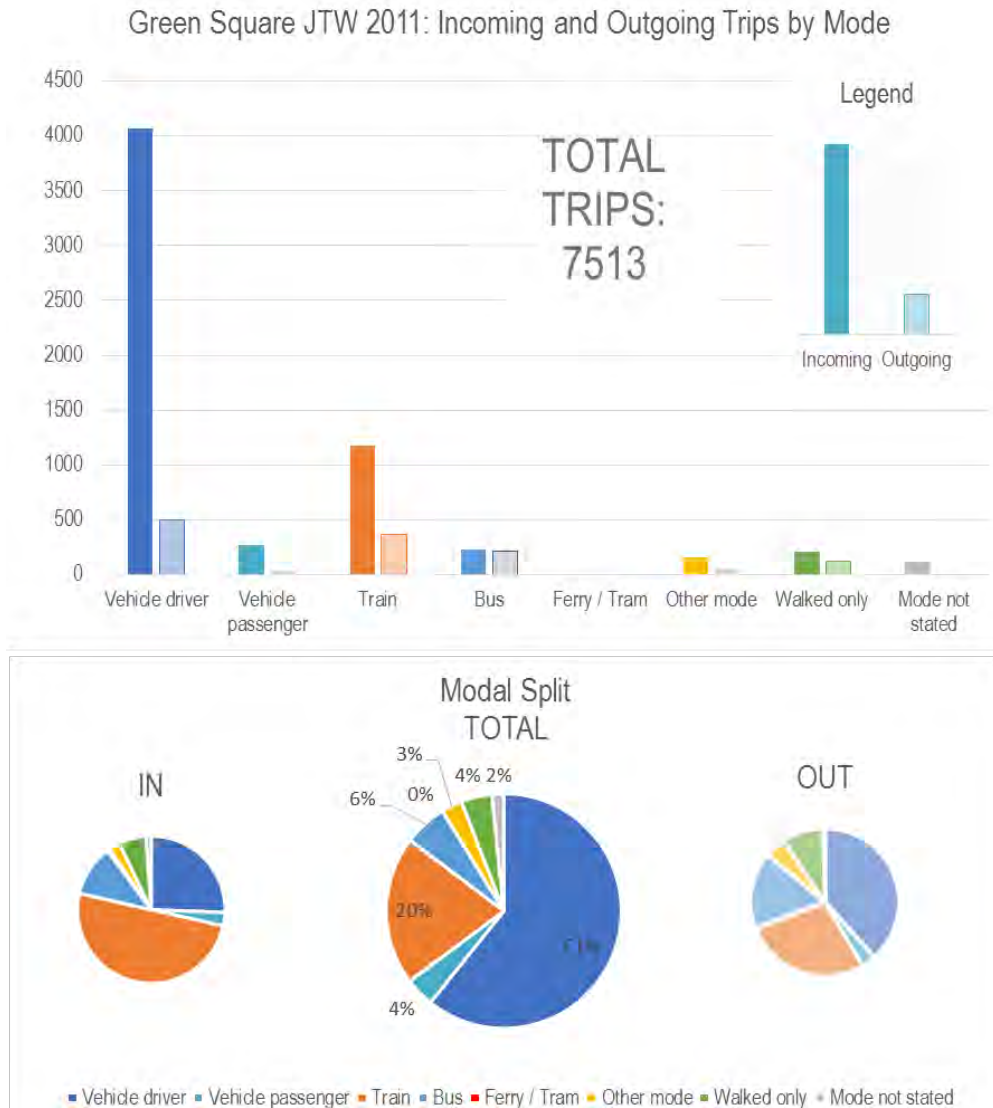
Public Transport and Active Transport modes could be set to grow soon as high density residential and mixed use development in the surrounding areas continues (particularly in Zetland, Alexandria and Waterloo). The accessibility of those modes and the nature of the future development suggests the potential for their use for more “outbound” Journey to Work trips.

Green Square is being established as more of a traditional “small plate” office precinct compared to Macquarie Park’s “large plate” business park predominance.

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Macquarie Park Parking Rates Study



Source: BTS Journey to Work Database, 2011

Figure 5.2: Green Square JTW 2011: Incoming and Outgoing Trips and Modal Share 2011

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ATTACHMENT 1

5.4 NORTH SYDNEY

Secondary to the Sydney CBD, this is a large traditional business centre, with adjacent established residential areas and specialised business/retail centres (e.g. Neutral Bay, Crows Nest).

5.4.1 Off-Street Parking Provision

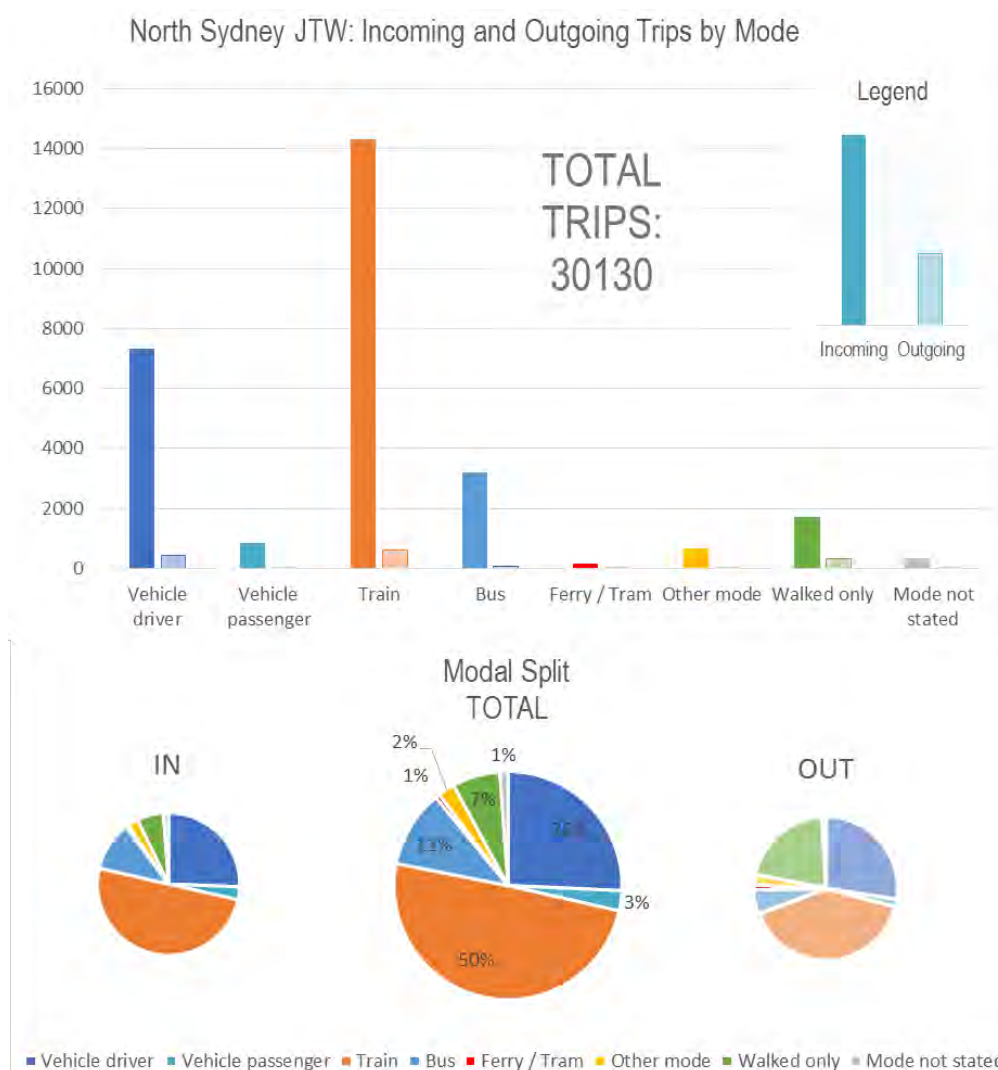
As defined by the North Sydney DCP, the North Sydney business district along with Milsons Point and St Leonards has a maximum provision rate of 1 space / 400m² of commercial floor space.

5.4.2 Mode Share and Transport Context

The 2011 Journey to Work data for North Sydney is summarised in Figure 5.3. Notably:

- train mode share is high at 50% as North Sydney Station (and Milsons Point) are serviced by the T1 North Shore and Northern Line. These stations were rebuilt in their current locations in the early 1930's. This captures incoming trips from the North, City Centre, and West without a transfer; and
- the area is well serviced by bus, producing a high bus mode share of 11%.

North Sydney by its location and historical evolution is seen as a significantly “higher value” product compared to Macquarie Park with more traditional office space/form compared to Macquarie Park as well. It is an established centre with long established public transport infrastructure.



Source: BTS Journey to Work Database, 2011

Figure 5.3: North Sydney JTW 2011: Incoming and Outgoing Trips by Mode

ITEM 9 (continued)

ATTACHMENT 1

5.5 RHODES

5.5.1 Off-Street Parking Maximum

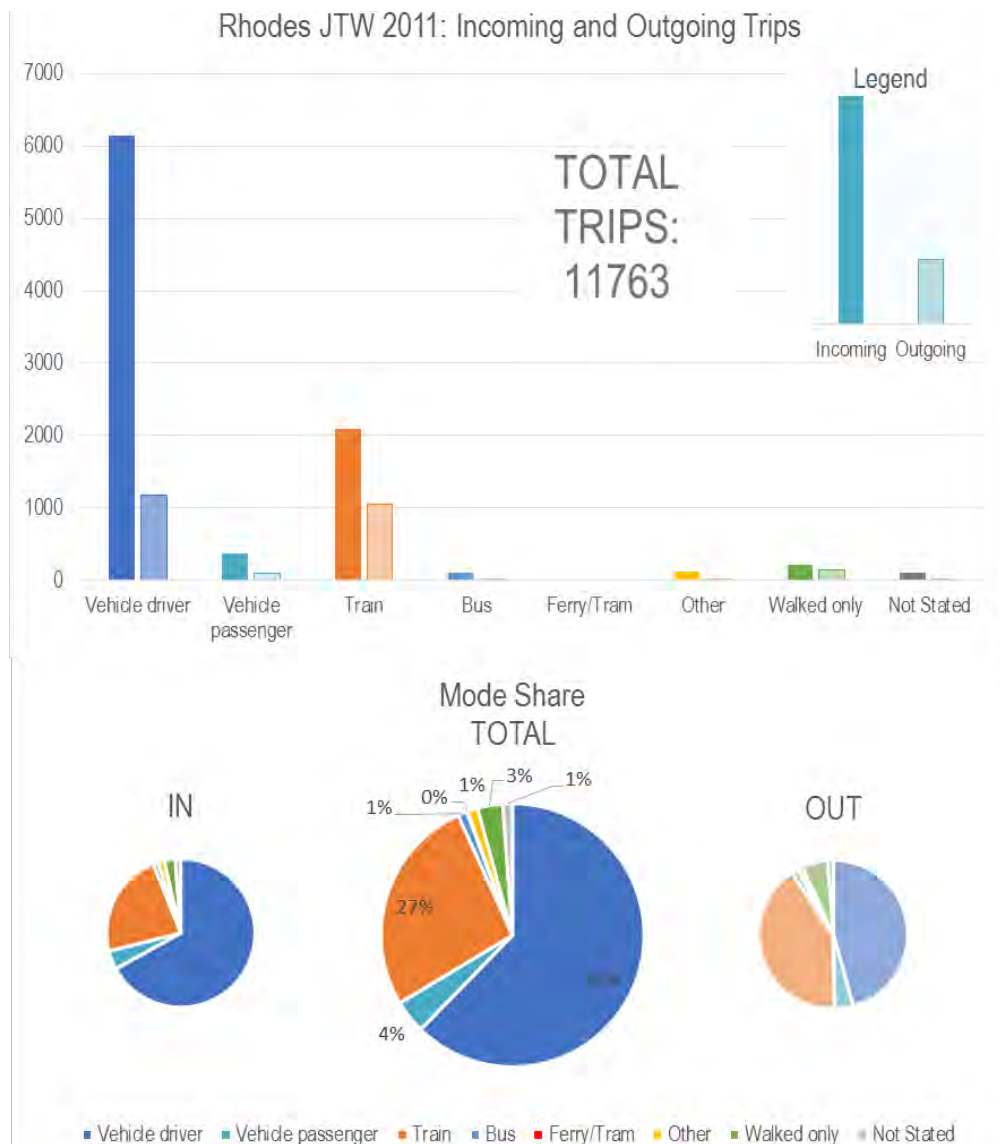
The Rhodes West DCP specifies on-site commercial and retail car parking provision at 1 space/ 40m² GFA.

5.5.2 Mode Share and Transport Context

The 2011 JTW trips for the Rhodes precinct are summarised in Figure 5.4. Although the Rhodes precinct is within a “peninsula” with comparatively reduced road connectivity, 66% of all commuter trips were by private vehicle in 2011 and 34% by other modes. The precinct is mainly serviced by congested major roads: Concord Road, Homebush Bay Drive, connecting to the M4 and Parramatta Road to the South and to Victoria Road to the North.

- due to the proximity to Rhodes (serviced by the T1 Northern Line), a number of trips are made by train, with the respective mode share in the order of 27%;
- bus travel however is very low at 1%, possibly impacted by the road connectivity, and high rail amenity; and
- walkers at 3% actually outnumber bus commuters.

Rhodes provides a good comparison to Macquarie Park and achieves lower car usage with (now) higher provisions of parking per sqm GFA.



Source: BTS Journey to Work Database, 2011

Figure 5.4: Rhodes Journey to Work 2011: Incoming and Outgoing Trips by Mode

ITEM 9 (continued)

ATTACHMENT 1

5.6 NORWEST BUSINESS PARK

5.6.1 Off-Street Parking Provision

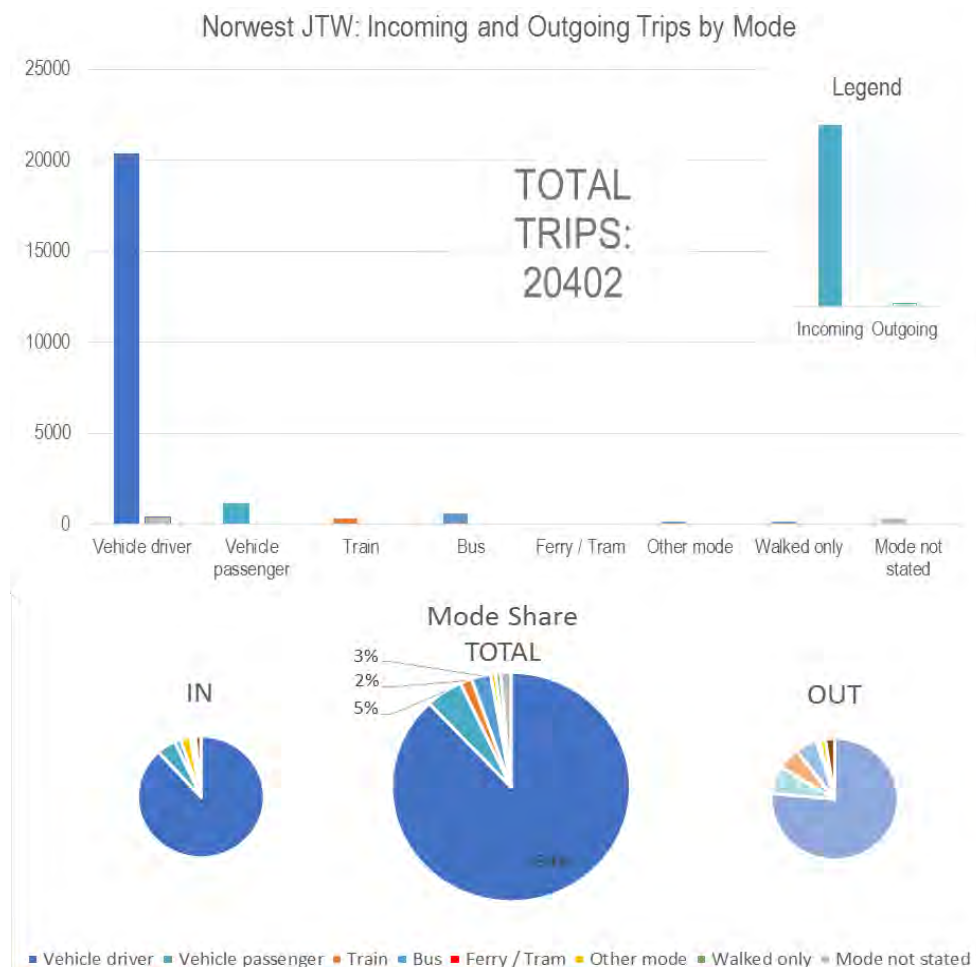
The Hills Shire Development Control Plan 2013 outlines the maximum off-street parking provision in Part C Section 1. Commercial premises are afforded 1 space per 25m² GFA, while “Centre Commercial” has a rate of 1 space per 40m². Norwest is not classified as Centre Commercial, so the 1/25m² applies.

5.6.2 Mode Share and Transport Context

The 2011 JTW data is summarised in Figure 5.5 showing a high dependency on car travel (93% of all commuter trips by private vehicle) with all other modes accounting for a negligible number of trips. However, factors affecting mode choice include:

- proximity to the M7 and M2, along with urban form and good road network support vehicle dominance;
- current train trips are expected through Blacktown or Seven Hills stations, transferring to buses to the precinct. This results in a mode share <2% and may also lower the bus trips counted by the JTW survey;
- the train mode share is expected to increase with the provision of rail services to the precinct upon completion of the North West Rail Link. This will include a station at Norwest, providing connection to the further North West, Epping, Chatswood and potentially the CBD;
- Buses service the precinct directly although infrequently, often via the T-Way, taking 3% of mode share and most non-vehicle trips; and
- Overall, the precinct is well serviced by the road system but has poor public transport service.

Norwest Business Park is essentially a car-dominated centre which reflects its current parking rates.



Source: BTS Journey to Work Database, 2011

Figure 5.5: Norwest Journey to Work 2011: Incoming and Outgoing Trips by Mode

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5.7 OLYMPIC PARK

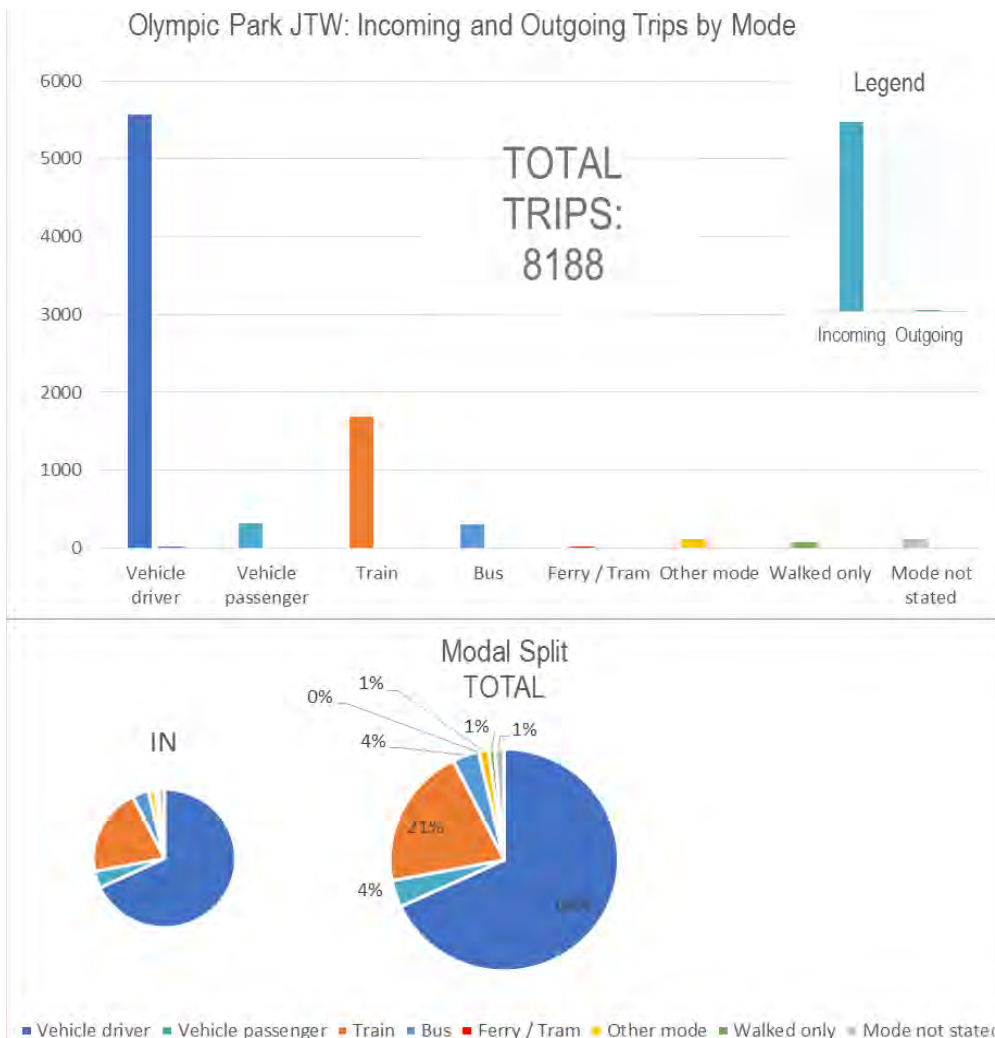
5.7.1 Off-Street Parking Provision.

The Sydney Olympic Park Authority *Master Plan 2030* specifies 1 space per 80m² of commercial GFA (Section 4.7 Access and Parking Table 4.10).

5.7.2 Transport Context

The 2011 JTW Data is summarised for Olympic Park in Figure 5.6. The precinct is largely car dependent (72% vehicle trips), with substantial rail usage at 21% of all trips. All other mode share have a very lower share of the incoming travel market. The contributing factors to this data include:

- The precinct is internally well planned, while external access to the precinct is facilitated by major arterials: Rod Laver Drive, Parramatta Road, and the M4Western Motorway.
- Olympic Park Station is well situated within the central employment precinct. However, during non-event operation a transfer at Lidcombe is required. This may or may not impact the train mode share.
- While pedestrian amenity is high, the connectivity to the precinct is poor, with major roads (particularly the M4) interrupting pedestrian desire lines. The area is also large with minimal residential development.
- The proposed Parramatta Light Rail would introduce faster direct connections to the west and an alternative to current bus services (now at 4% of mode share).



Source: BTS Journey to Work Database, 2011

Figure 5.6: Olympic Park Journey to Work 2011: Incoming and Outgoing Trips by Mode.

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5.8 PARRAMATTA

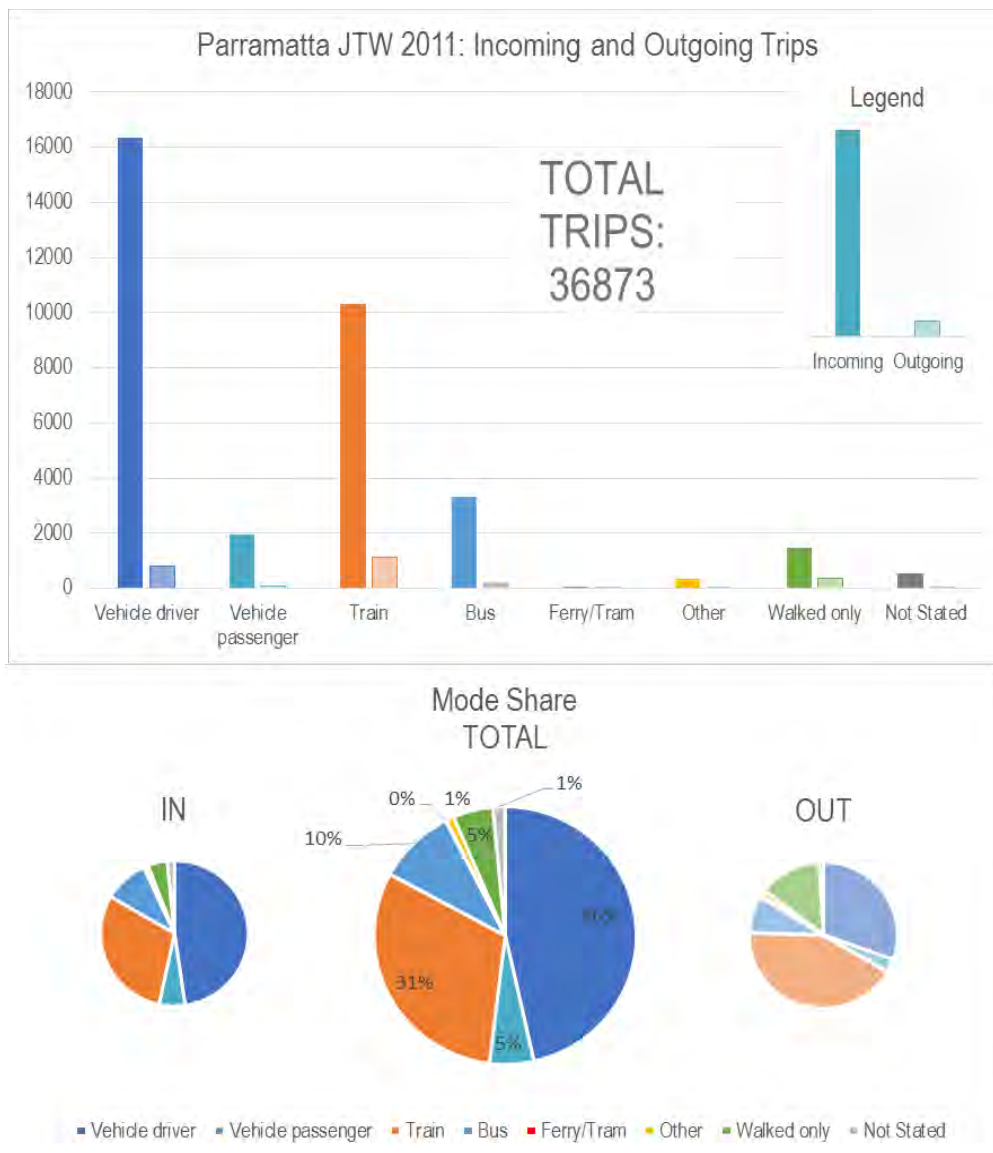
5.8.1 Off-Street Parking Provision

The Parramatta City Centre Local Environmental Plan 2007 (Clause 22C) stipulates a maximum off-street parking provision of 1 space per 100m² of commercial floor space.

5.8.2 Transport Context

The 2011 JTW is summarised in Figure 5.7. Notably, Train and Bus trips account for 41% while vehicle trips total 51%, i.e. Parramatta just surpasses Macquarie Park’s target mode share. Walking is substantial (5%). This is supported by:

- Good bus amenity to the precinct: Parramatta is a major bus interchange with surrounding residential areas within a good catchment distance;
- Parramatta Station is a major station servicing the T1 Western Line, T5 Cumberland Line and Blue Mountains Line, with express services to the city. This allows a relatively high rail share at 31%.
- Mixed land uses and adjacent residential areas support the slightly higher 5% walking trips.



Source: BTS Journey to Work Database, 2011

Figure 5.7: Parramatta Journey to Work 2011: Incoming and Outgoing Trips by Mode.

5.9 COMPARISON & REGRESSION ANALYSIS

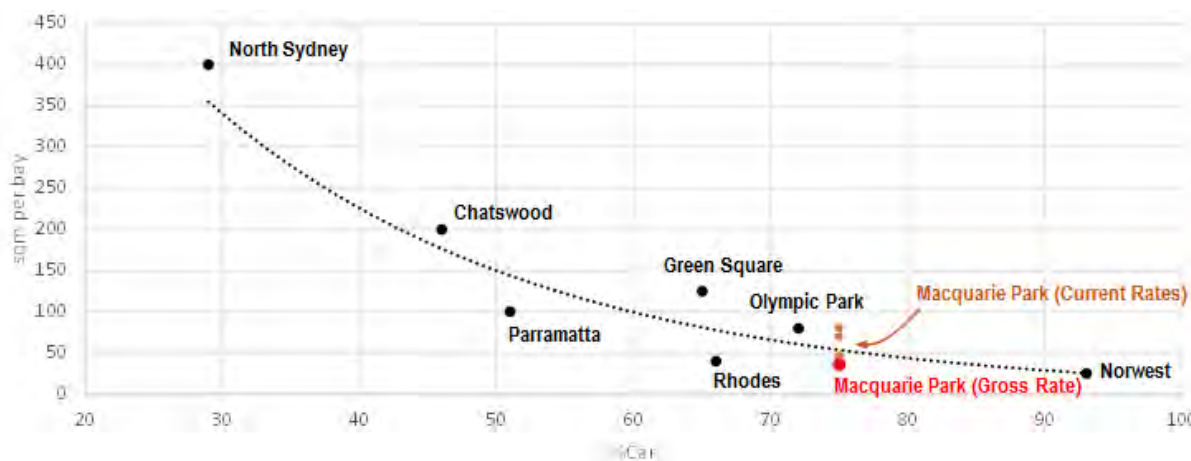
Table 5.2 and Figure 5.6 provide a comparison of the parking rates and mode share for Macquarie Park and the other centres.

Table 5.2: Parking Rates and 2011 Journey to Work Centre Comparison

Centre	Parking Rate	Area (km ²)	Trip Totals	IN / OUT	Total Mode Share			
					Vehicle*	PT	Walk	Other
North Sydney	1/400m ²	0.53	30,130	95% / 5%	29%	61%	7%	3%
Chatswood	1/200m ²	0.56	18,207	86% / 14%	46%	42%	10%	2%
Green Square	1/125m ²	0.76	7,513	82% / 18%	65%	26%	4%	5%
Parramatta	1/100m ²	0.94	36,873	93% / 7%	51%	41%	5%	3%
Olympic Park	1/80m ²	4.1	8,188	100% / 0%	72%	25%	1%	2%
Macquarie Park	1/80m ²	4.8	44,847	98% / 2%	75%	22%	2%	3%
	1/70m ²							
	1/46m ²							
Rhodes	1/40m ²	1	11,763	78% / 22%	66%	28%	3%	2%
Norwest	1/25m ²	4.39	23,646	97% / 3%	93%	5%	1%	1%

* Car as driver plus car as passenger

Using an exponential line of best fit, a relationship between the parking provision rate and the Private Vehicle Mode Share was extrapolated. In the case of Macquarie Park, the Gross Parking Provision Rate was used (i.e. the total floor space divided by the total parking supply). The parking rates for other centres refer to those from the relevant DCPs. The analysis is shown in Figure 5.8. It is important to note that while Figure 5.8 shows the 3 parking rates currently applicable in Macquarie Park (in orange), the Gross Parking Provision Rate (in red) equates to 1/36m². This is a consequence of the more favourable parking rates applied in the past and the fact that the Macquarie Centre parking spaces are included in that rate.



Source: Private Vehicle Mode Share: BTS 2011 JTW
 Parking Rate: DCP
 Mac Park Parking Rate: In-Situ Floor space and Parking Supply.

Figure 5.8: Comparison of JTW Mode Shares and Parking Rates

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Considering Macquarie Park's target of 60% car access modal share (by 2031), this would appear to equate to an "average" parking supply rate of approximately 1/100sqm (across the entire precinct). However, it is important to note that the other centres with lowest parking rates are established, traditional commercial centres, characterised by more denser, conventional office blocks, unlike Macquarie Park currently transitioning between light industrial and commercial land uses, with large floor plates and longer "last-mile" walking distances. Rhodes and Parramatta are also notable outliers, substantially outperforming the trend line in terms of lower car mode shares. In the case of Parramatta, a high level of public transport accessibility and familiarity, with a compact centre and good walkability helps dissociate the car access mode share from the parking rate.

It is interesting to note that Macquarie Park attracts a total number of journey to work trips (approximately 45,000) much higher than any other centre included in this comparison. It is in fact comparable in size to (North Sydney + Chatswood) or even (Green Square + Rhodes + Norwest). This factor, combined with the high proportion of car trips, helps put in perspective the congestion issues observed in the precinct and the importance of using appropriate parking rates as one lever to manage congestion effects into the future.

ITEM 9 (continued)

ATTACHMENT 1

Macquarie Park Parking Rates Study



6. SITE VISIT OBSERVATIONS

A visual inspection of typical parking utilisation and congestion issues in the study area was carried out on the 24th November 2014 between 7.45am and 12.00pm. The main purpose of this site visit was to identify the level of parking demand and any traffic-related issues. These matters are summarised below.

6.1 EXISTING PARKING SITUATION

The inspection included an assessment of all on-street parking spaces. A limited number of public off-street car parks were observed as most of these facilities are accessed through boom gates or garage doors. The majority of on-street parking is time restricted with limits including: 1 hour, 2 hour, 4 hours and 12 hours (metered parking at \$2.30/hour or \$11/day). By 9.00am, off-street and on-street parking was estimated to be at about 85% capacity, increasing to about 90-95% capacity by 10.00am.

- observations at specific on-street parking locations were:
 - by 8.30am, most 12P spaces in Waterloo Road, south of Lane Cove Road were occupied;
 - similarly, by 8:50 all 12P spaces in Griffnock Avenue, Coolinga Street and Byfield Street were occupied;
 - between 9.00am and 3.00pm, the peak hour clearways restrictions on Talavera Road and Waterloo Road do not apply. The 2hour parking spaces on these two streets appeared to be well utilised;
 - all streets within the North Ryde / Richardson precinct were parked out early including the service road behind Goodman Fielder, Newbiggin Close, Julius Avenue and Richardson Place;
 - most parking spaces in Wicks Road were unoccupied throughout the visit;
 - all 12 hour restricted spaces in Eden Park Drive were occupied by 10.00am; and
 - it appears that most parking spaces in streets parallel and in the vicinity of bus stops in Epping Road and where no parking restrictions apply (for example Lucknow Road) are occupied from early morning by commuters to the city. This suggests the need to investigate the appropriateness of implementing restricted parking at these locations.



Figure 6.1: Site Visit Photos: (l) Example of access operation, (m) Griffnock Avenue parked out at 8:30am, (r) Off-street parking utilised

- off-street parking observations included:
 - parking spaces along the internal roadways and some off street parking facilities within the area situated on the south west corner of Lane Cove Road with Talavera Road were at either near capacity of reserved for tenants of the buildings;
 - by 10.00am, parking facilities for McDonalds and the Epson HQ buildings were fully occupied; and
 - the Optus visitor car park in Optus Drive had a small number of vacant visitor spaces at about 10.00am. However, all the 4 hours limited spaces near Epping Rd were occupied.

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Traffic issues observed in and around the study area included:

- significant congestion was observed along Epping Road, Lane Cove Road and the M2 southbound during the morning peak period;
- long queues were observed on the off-ramp from the M2 to Delhi Road. This is caused by the provision of only one traffic lane in the eastbound direction;
- a large number of vehicles were observed travelling from Epping Road to Lane Cove Road via Wicks Road and Waterloo Road then right turning onto Lane Cove Road northbound. As a result, long queues and congestion occur in Waterloo Road at Lane Cove Road. These vehicles appear to be avoiding the junction of Epping Road with Lane Cove Road. This situation eases considerably either side of the peak periods; and
- no specific issues at off-street car park accesses were observed (i.e. vehicles queuing on the main road waiting to enter specific car parks).

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7. STAKEHOLDER CONSULTATION PROCESS

7.1 KEY STAKEHOLDERS

Consultation with key stakeholders took place during the initial part of this study to gather parking and traffic issues (as perceived by stakeholders) as well as testing attitudes towards the importance of parking supply on different types of development in Macquarie Park and in terms of the viability of various development products as the market changes over time. This allowed for a better understanding of where Macquarie Park is positioned in terms of its competitive advantage now and into the future.

The consultation process took place during late December 2014 and in January 2015. A list of relevant organisations for consultation was identified by the City of Ryde. The list of organisations and their respective representative(s) are shown in Table 7.1.

Table 7.1 List of Key Stakeholders

Organisation	Representative	Description	Consultation Method
Jones Lang LaSalle	Denys Bizinger	Real estate firm	In person
Goodman	Will Dwyer	Property owner	In person
Stockland	Simon Botterill	Property owner	By Phone
AMP Capital	Jeff Peers	Property owner	By Phone
Optus	Andrew Parker	Tenants	By Phone
Macquarie Park Transport Management Association	Rebecca Lehman	Non-profit association that aims to achieve an efficient and sustainable transport system for the precinct	By Phone
Macquarie University	Cameron Kline	University	By Phone

Three additional stakeholders that were intended to be consulted with could not participate at the time. These were:

- Johnson & Johnson (tenants);
- Novartis (property owner); and
- Colliers Commercial (real estate firm);

These organisations were contacted multiple times by phone and/or email. For different reasons, a meeting or phone discussion was still not able to take place.

Minutes were recorded for all meetings and these are attached in Appendix A. A summary of the key findings obtained as part of the stakeholder consultation process is shown below.

7.2 CONSULTATION QUESTIONS AND RESPONSES

What attracts development to Macquarie Park as opposed to other centres? That is, what's its competitive advantage and for what types of development or businesses? Is this expected to change over the next 10 years?

Responses:

- value for money - brand new buildings compared to other centres, "cheaper than Sydney and North Sydney";
- large floor plates / developable sites available - business consolidation opportunities;
- location - still quite close to CBD, "better located than Homebush and Parramatta";
- competing businesses want to be "where their competitors are". Networking opportunities are present. "They like being there". Good interplay between technology, medical and university;
- good train links;
- flexibility to increase FSR on existing plots;

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- large floor plates / developable sites available - potential for combining offices with laboratories and workshops;
- some level of "social infrastructure" in place compared to other centres and a development density that is gradually intensifying;
- some stakeholders believe that these factors are unlikely to change in the next 10 years while other made reference to the following:
 - competition with other precincts such as South Sydney is likely to intensify within the next 12 months and beyond. Macquarie Park was referenced as being more "rigid" in terms of land use allocation and development type when compared to this impending precinct; and
 - the need for more residential development in the area was mentioned to attract more skilled workers, reduce trip distances and reduce the proportion of car trips.

Are the congestion levels currently experienced in the precinct affecting its attractiveness for development? How important is traffic congestion and parking availability in the decision for a business to locate to Macquarie Park?

Responses:

- traffic congestion is not seen as an issue as bad as parking availability by the majority of stakeholders. Some sites have privileged location to avoid congestion hotspots ("pole position" factor);
- people tend to accept that congestion "is everywhere you go in Sydney". Some improvements occurred recently (M2 upgrade, new ramps, etc.);
- stakeholders called for higher levels of precinct activation to move away from the "homogeneous zoning" current in place, which exacerbates the current congestion issues (i.e. all trips in the same direction);
- congestion was still believed to be a factor influencing workers on their decision to work in the precinct. Some believe that congestion is definitely an issue for prospective tenants;
- the Macquarie Park Transport Management Association has an opposing view. More specifically:
 - congestion adversely affects Macquarie Park's attractiveness;
 - congestion is the "number one issue" in Macquarie Park; and
 - 48/50 survey respondents said it is the number one issue and that it directly offsets benefits of being in Macquarie Park.

With the precinct's workforce earmarked to double by 2031, what do you think can be done to better manage accessibility to/from the precinct?

Responses:

- more flexibility in land use - more mixed use - to allow higher percentages of walking and cycling to work trips. This will also contribute to a better balance in trip directionality (i.e. trips generated by residential land uses will typically go in the opposite direction of those generated by employment sites);
- North West Rail Link will have some positive effect but it will also lead to increased competition from other future business parks on that line (e.g. NorWest, Cherrybrook?);
- the proposed Parramatta to MP light rail line could be helpful;
- car share schemes are not appealing;
- some buildings have shuttle services in place to provide connections to the rail stations. These seem to work relatively well;
- the 'drive to work' paradigm must change but viable alternatives must be in place first;
- landowners and employees need to change their outlook to NOT expect free parking;
- Council should review the on-street parking fees - some sections are parked out all day (rates too low?), while other have no demand;
- there should be a NSW Government parking levy in a similar way to other business centres (CBD, North Sydney, Chatswood); and
- There needs to be much better bus services.

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If the congestion levels surrounding the precinct double will Macquarie Park continue to be competitive as a place to locate or expand businesses? That is, how important will congestion and access be in this decision?

Responses:

- some stakeholders believe that Macquarie Park should still be competitive on a price basis for companies that require large spaces. Congestion not seen as the main issue (rents are holding up);
- others think that there would be serious problems - both for workers/businesses and for university and shopping centre - competing centres would benefit;
- traffic and transport issues are in the top two or three issues for tenants; and
- congestion can't double (many parts of the network already operate beyond capacity).

In your view, is the current public transport provision adequate and how could it be improved?

Responses:

- the current rail provision is not adequate and/or not servicing the right locations. A lot of people come from the north / west. It is not convenient for a large proportion of the MP workforce;
- other stakeholders mentioned that train service is adequate in peak periods but off-peak frequency (15 minutes) is not good enough;
- public transport adequacy is dependent on employee residential location – not good for northern beaches, for example;
- the issue of personal security for women walking to train stations after dark (in winter months) was mentioned. 800m is too far to be a realistic catchment in such situations. Street activation (that should result from zoning changes) would also be helpful for personal security / passive surveillance.
- the network is not designed for commuting – rather for shoppers, students, and locals;
- there is significant demand for express bus and train services between Parramatta and Macquarie Park; and
- not enough bus priority schemes in place.

Are the current parking rates appropriate? (i.e. number of off-street parking bays to be supplied by each development/site)? Do you think there is too much parking provided on sites or not enough?

Responses:

- developments with poor parking ratios are not competitive at the moment;
- older developments with higher parking ratios are preferred by tenants / businesses;
- there is currently a lot of interest in the fringe areas with a parking rate of 1space/46spm (higher applicable rate in the precinct);
- sites within the "1space/80sqm buffer" simply won't lease. 1/100 is not appropriate for the precinct;
- parking is involved in every deal and there is not enough supply compared to what tenants want or expect;
- there is always demand for short term parking at other sites, and some 'swaps' or cross leasing occurs;
- existing ratios OK until such time a better public transport alternatives are available;
- there is support for differential rates in proximity to rail stations, but they need to be "realistic";
- residential parking rates could be a problem – too restrictive and ignore the fact that most people will want to own a car – unrealistic for one bedroom apartment to have no car space;
- the Macquarie Park Transport Management Association has a different view. More specifically:
 - the current (latest) parking rates are OK for on-site parking, but the pricing (i.e. free) is wrong;
 - applicable rates reflect other centres but staff get free parking;
 - on-street parking is too cheap - this prevents visitors finding spaces;
 - off-street parking requires better management (e.g. some companies fail to enforce issues like double parking and parking in aisles);
 - on-street parking should be rationalised by reducing the number of 12P spaces and use it for other purposes (e.g. bus layover or taxi zones);
 - employees regularly leave workplaces during working hours in order to move cars around in 4P Resident Parking zones; and

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- resident Parking Schemes are essential to keep residents on side.

How much do current businesses depend on parking for their staff? And for their customers?

Responses:

- “parking availability is of key importance” in Macquarie Park;
- this is of particular importance for businesses moving within the precinct;
- strongly dependent for staff;
- visitor parking depends on type of business – e.g. if meetings or presentations are required;
- customer parking is critical for some businesses, but currently employees are favoured over visitors;
- the Macquarie Park Transport Management Association acknowledged that some parking is necessary for staff, especially for those where public transport is non-viable; and
- businesses complain about insufficient parking, but if they go anywhere else there are more severe restrictions on parking - not the same as in Macquarie Park; and
- customer and visitor parking is essential but poorly understood - staff are parking in the Visitor spaces and businesses don't enforce it.

Could more “restrictive” parking rates be applied over time? What else would need to happen to ensure reduced parking rates did not affect the viability of commercial development?

Responses:

- further reducing current parking rates would be extremely courageous and could have some serious consequences. Some commented that more restrictive parking rates over time makes sense for changing mode share in favour of public transport;
- there would need to be a strong connection between improved public transport and more restrictive rates;
- there needs to be a study to generate evidence of employee residential locations;
- it is unrealistic to force people onto public transport;
- effectiveness of Green Travel Plans was questioned;
- Council needs to be more imaginative about how parking changes would impact residents, including how resident parking schemes could work;
- the Macquarie Park Transport Management Association expanded a bit more on this subject. More specifically:
 - MPTMA would like to see as an outcome of this study a recommended value (charge) for staff parking (e.g. \$140 per month, with perhaps a discount for car pooling);
 - on Mona Vale Road/Ryde Road/Lane Cove Road, there should be Clearways and Bus Priority treatments;
 - MPTMA supports the proposed Parramatta to Macquarie Park Light Rail line, but suggests it should first be piloted as an express bus service to prove the concept; and
 - Green Travel Plans help address the ‘ignorance of alternatives’ issue, but authorities need to also fix the ‘poor experience’ problem (i.e. bus stuck in traffic – same as the car).

8. SUMMARY OF EXISTING ISSUES

In general, the parking rates and parking characteristics in Macquarie Park sit somewhere between a car-dominated business park and a traditional non-CBD business centre with office towers (i.e. like Chatswood and Green Square). However, the scale of employment and traffic in Macquarie Park far exceeds other “secondary” centres in Sydney and any parking supply policy change will therefore have a significant effect on future traffic congestion levels.

Stakeholder feedback is mixed but there is a general consensus that whilst parking supply is an important commercial feature, there is some “room to move” in reducing rates in the 1/46m² GFA area (i.e. Macquarie Park Area A) before parking limitations actually affect the competitiveness of leasing space and further investment in the area.

Site observations show a clear need for long stay parking in 12P on-street areas and improved management of short stay parking with 4P areas “filling up” by staff and not being available for legitimate customers/visitors.

The key issue for changing parking rates in Macquarie Park appears to be the rate of transition over time related to how quickly public transport services can be added to provide a practical alternative, and how quickly land use change can occur in Macquarie Park office space product type and in employees moving closer (on average) to Macquarie Park. The Urban Activation Precinct initiatives will contribute to this increased number of residents in the vicinity of the study area. Parking supply rate changes should be seen as one factor, albeit an important factor in encouraging land use and public transport changes but managed carefully as Macquarie Park transforms to a slightly different product mix.

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9. PARKING STRATEGY DEVELOPMENT METHODOLOGY

9.1 OVERVIEW

As part of the development the future parking strategy, the spatial framework for the future parking restrictions was based on the existing precincts A, B and C (refer to Figure 4.1). Four future parking scenarios were formulated for the 2031 year horizons, namely:

- Do Nothing (Business as Usual);
- Scenario 1: even reduction of parking rates across Precincts A, B and C;
- Scenario 2: stronger restrictions near railway catchments (Precinct C); and
- Scenario 3: two precincts only (Precincts B and C combined).

Parking rates were then allocated to the different precincts so that the overall parking rate (square metres per bay) allowed the private vehicle mode share to be reduced to 70% (Option A) and 60% (Option B). These are in comparison to the current mode share indicated by the JTW data of 75% Private Vehicle Share.

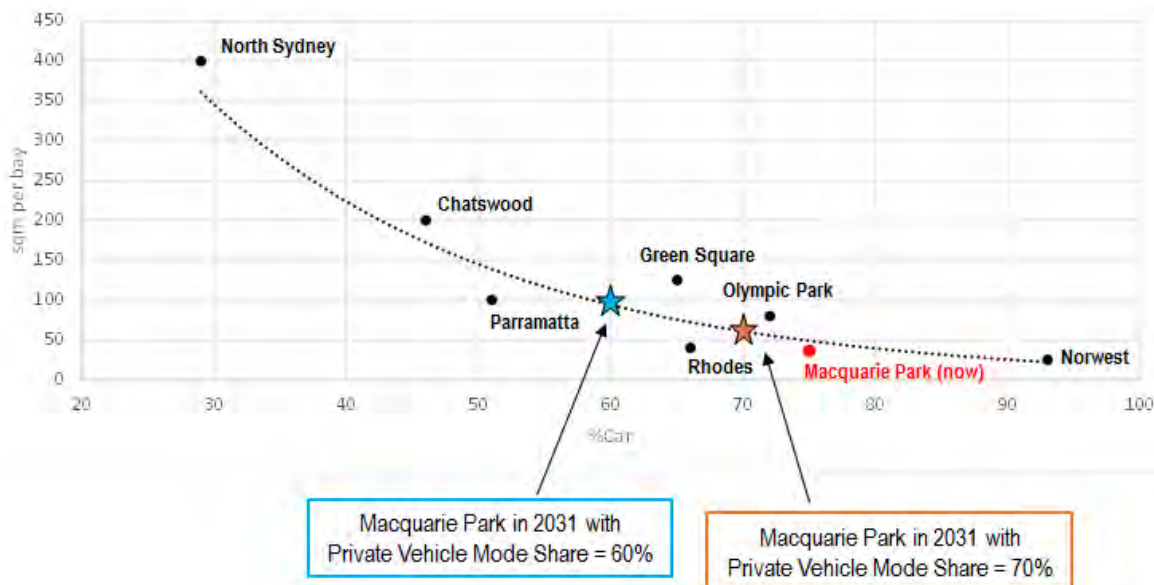


Figure 9.1: 2031 Scenarios (60% and 70% Private Vehicle Mode Share)

A third option of reducing the private vehicle mode share even further (to 50% by 2031) was initially included in the options to be evaluated. However, as discussed in more detail below, the actions required to achieve such a target proved to be too aggressive and extremely difficult to implement by 2031. A substantial reduction in current parking provision would be required (while combined with the significant redevelopment of the precinct).

9.2 FLOOR SPACE ESTIMATION

Council provided an itemised commercial floor space inventory current as of December 2012. This detailed:

- Site Area;
- Existing Gross Floor Area (GFA) and Floor Space Ratio (FSR);
- FSR permitted by the 2008 LEP and consequently the Permissible GFA; and
- Recommended FSR increases and an associated “Uplift GFA”.

The GFAs provided by this inventory were assumed to sufficiently approximate the current floor space in 2015, while the “Permissible GFA” was adopted as the upper limit of total floor space in 2031. Educational, Residential and Retail land uses were identified and excluded. Each Precinct (A, B and C) was further divided into four separate areas, as shown in Figure 9.2.

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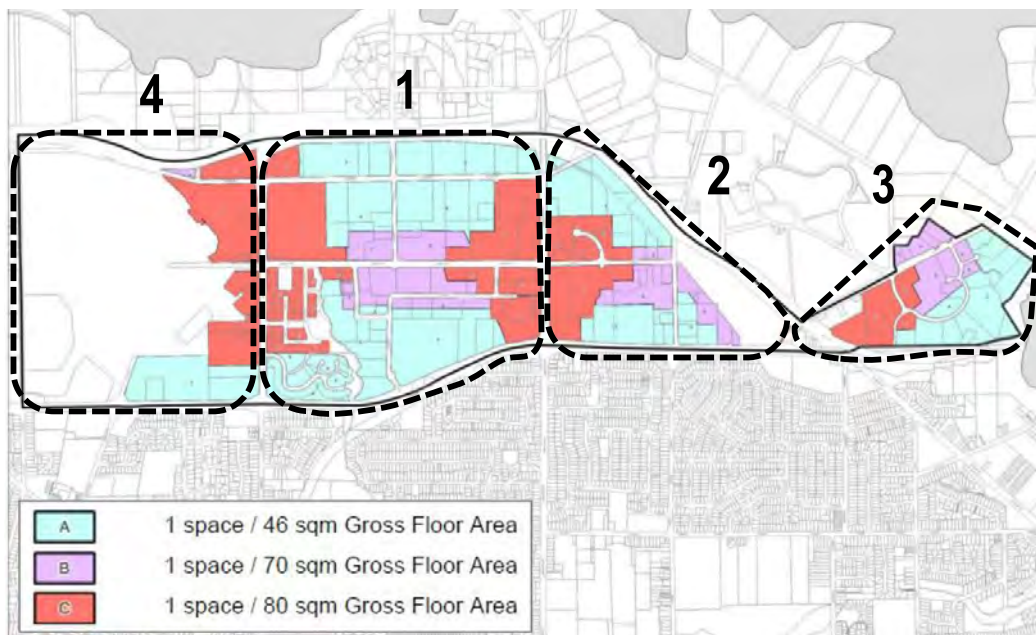



Figure 9.2: Sub-Precincts Used in the Assessment

The results of this analysis are shown below in Tables 9.1 and 9.2 for 2015 and 2031 respectively:

Table 9.1: 2015 Existing Floor Space Inventory

2015 Existing Floor Space Inventory (GFA m ²)								
Area	Commercial				Retail	University	Residential	Other
	A	B	C	Total				
1	365,088	148,891	140,700	654,680			29,792	
2	94,945	18,762	142,759	253,467		5,232		2,990
3		82,263	123,238	205,501				
4	9,400		49,538	58,938	166,237		32,680	6,313
Land Use Totals				1,172,585	166,237	5,232	6,2472	9,302
Total				1,415,829				

Table 9.2: 2031 Floor Space Estimate / Permissible Planning Capacity

2031 Floor space Estimate / Permissible Planning Capacity (GFA m ²)								
Area	Commercial				Retail	University	Residential	Other
	A	B	C	Total				
1	549,125	260,952	355,144	1,165,221			85,536	
2	206,156	40,321	331,585	578,061		5,232		14,383
3		97,366	276,197	373,563				
4	11,588		115,049	126,637	206,622		138,987	7,380
Land Use Totals				2,243,482	206,622	5,232	224,523	21,763
Total				2,701,622				

9.3 EXISTING PARKING SUPPLY ASSUMPTIONS

A current inventory of off-street parking is not available. The best estimate of the parking supply available to workers in the area is provided in the report prepared by ARUP (2009), which makes reference to a total of 31,500 spaces. This includes approximately 4,200 spaces associated with retail in Macquarie Centre. Although these spaces are not explicitly tied to a commercial/office land-use, they are open to the public and although they are not intended for long-stay commuter parking, workers have been observed parking there. Residential and educational parking supply is more strictly controlled and therefore generally unavailable to workers; such spaces have been excluded by the estimate in the *ARUP (2009) Report* and in this study.

The parking supply at the Macquarie Centre was recently increased by 1,000 spaces. The total supply used in the investigations completed as part of this study was therefore assumed to be in the order of 32,500 spaces in 2015.

9.4 FUTURE FLOOR SPACE ASSUMPTIONS

Table 9.2 makes reference to 2,243,482m² of total commercial floor space in 2031. This consists of approximately 1,070,000m² of new floor space which corresponds to an annual increase in GFA generally aligned with the typical rate of 50,000m² per year. This corresponds to a hypothetical scenario of the precinct being completely developed to full potential. While this is unlikely, it was used as a conservative basis of the calculations.

It was assumed that 50% of the current floor space would be re-developed before 2031 (with revised parking rates applied) while the other 50% would be maintained as is. In summary, the assumptions adopted as part of the future year scenarios development were:

- 50% of the existing floor space will be redeveloped by 2031 (with the new parking rates applied);
- The remaining 50% of the existing floor space retains its current parking supply; and
- The difference between 2031 GFA and 2015 GFA constitutes new development (with the new parking rates applied to 50% of this area);

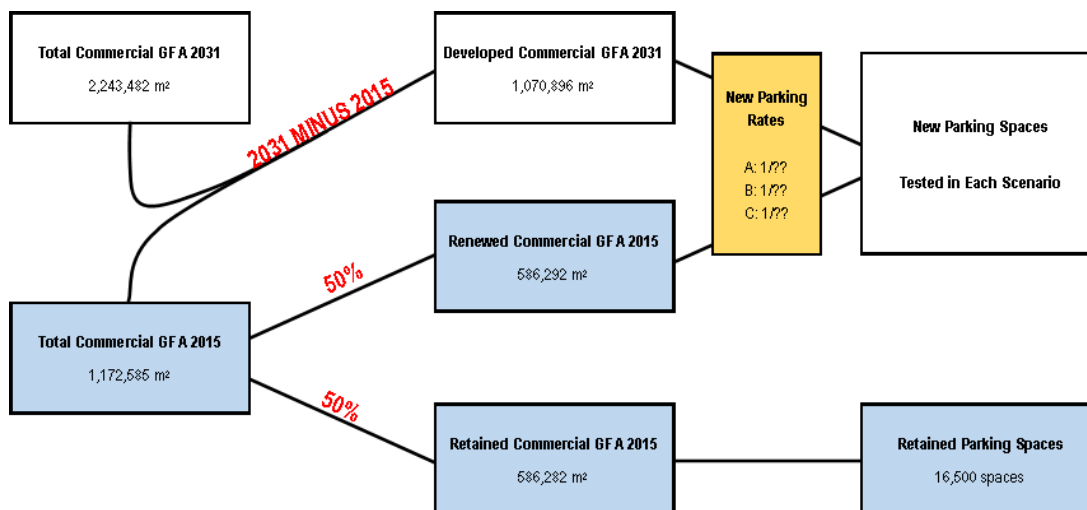


Figure 9.3: Floor space Assumptions and Methodology

9.5 PARKING RATE SCHEME FORMULATION

The parking provision rates for each scenario and respective mode share targets were iteratively back-calculated using and the Gross Rate vs. Mode Share Regression correlation shown in Figure 9.4.

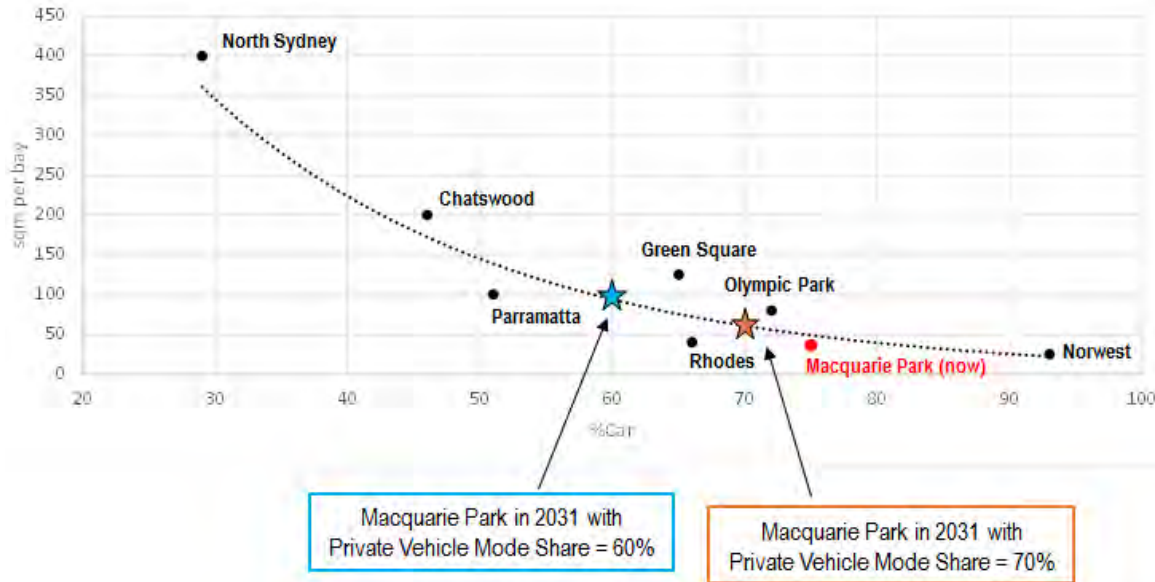


Figure 9.4: Centre Comparison Regression with Target Mode Shares

For each mode share target, the gross parking rate was extracted from the regression, using the following expression:

$$Mode\ Share\ \% = 1271.1e^{-0.043x}$$

Where 'x' is the proportion of GFA to each space.

$$x = Gross\ Rate = \frac{\sum Floorspace}{\sum Parking\ Spaces}$$

The various parking provision schemes were then formulated by iteratively choosing Rate A, Rate B and Rate C to achieve the desired Gross Parking Rate (and consequently the associated Mode Share %).

$$\sum Parking\ Spaces = Rate_A * Floorspace_A + Rate_B * Floorspace_B + Rate_C * Floorspace_C$$

10. PARKING SCENARIOS

10.1 BUSINESS AS USUAL SCENARIO

The existing rates were applied to the expected redevelopment to 2031, representing a Business as Usual scenario (i.e. – “Do Nothing”). This results in a total parking provision of 42,384 spaces. Using the regression described above, this scenario is expected to result in a Private Vehicle Mode Share of 74% by 2031 (based on a gross parking rate of 1 space per 1.89m² of GFA).

This mode share is well short of the 60% Private Vehicle Mode Share target. It consists of a modest reduction of the current 75% mode share. Maintaining the current parking rates over the timeframe of development and redevelopment assumed is therefore ineffective in sufficiently influencing private vehicle mode share.

10.2 SCENARIO 1: EVEN REDUCTION

Scenario 1 sought to achieve the two target mode shares of 70% and 60% using an even reduction in required parking supply across Precincts A, B and C. The results, being the rates required to achieve the targeted car modal shares are shown in Table 10.1.

Table 10.1: Scenario 1 Results

Target Mode Share	Gross Rate		Total Spaces 2031	Parking Rates		
	m ² / Space	Space / m ²		A	B	C
70%	1.57	1/63m ²	35,228	1/50	1/100	1/150
60%	1.05	1/95m ²	23,556	1/150	1/250	1/321

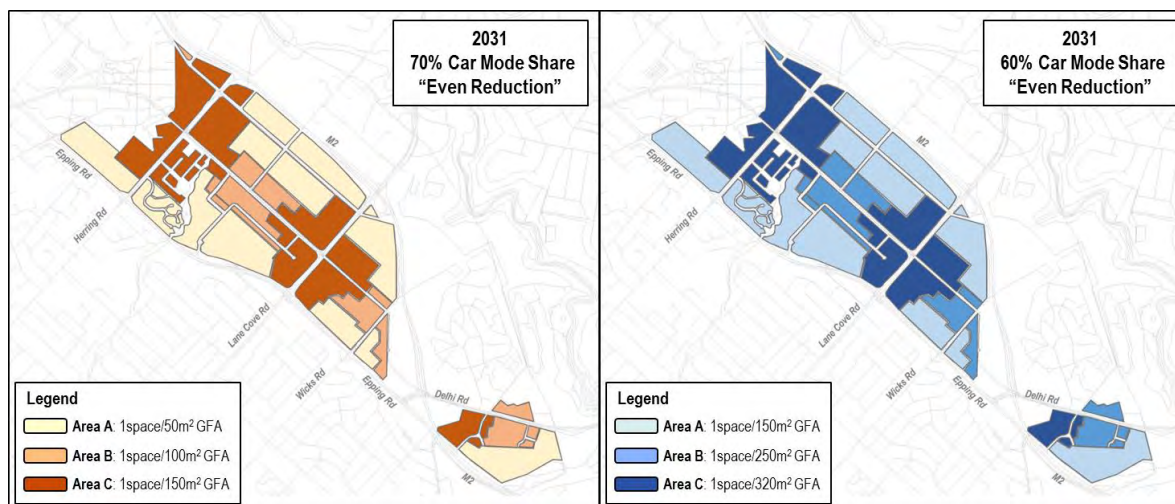


Figure 10.1: Scenario 1 (Even Reduction) Overview

10.3 SCENARIO 2: “BIAS AROUND STATIONS”

Scenario 2 imposes more stringent parking rates on developments in close proximity to the existing rail stations (especially Precinct C). This area already accommodates more restrictive parking rates compared to the other two areas. This scenario would seek to increase the difference between Precinct C and the rest of Macquarie Park. The required parking rates under this scenario to achieve the targeted maximum car mode shares are shown below in Table 10.2.

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Table 10.2: Scenario 2 Results

Target Mode Share	Gross Rate		Total Spaces 2031	Parking Rates		
	m ² / Space	Space / m ²		A	B	C
70%	1.61	1/62m ²	36,012	1/46	1/70	1/200
60%	1.06	1/94m ²	23,863	1/130	1/200	1/400

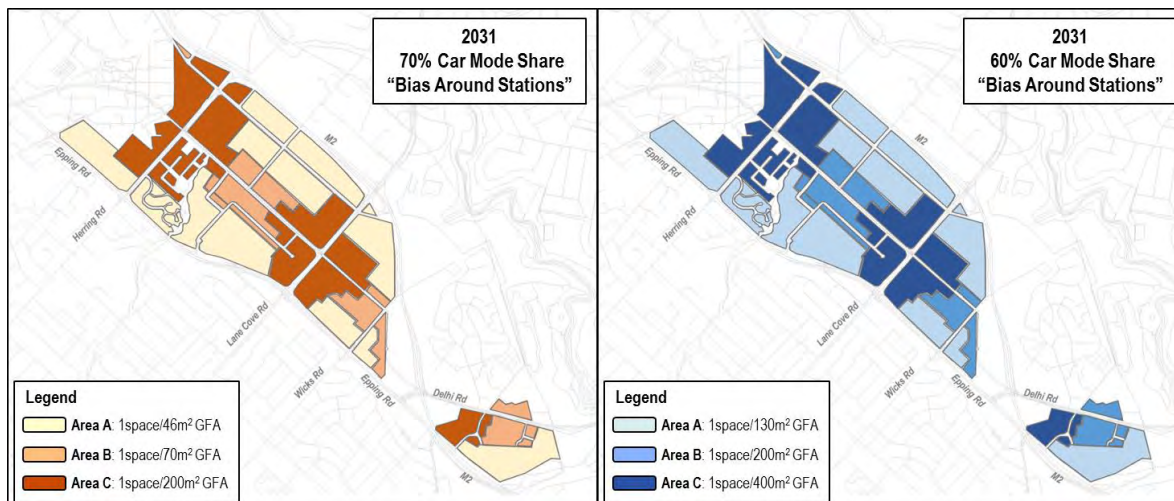


Figure 10.2: Scenario 2 (“Bias around Stations”) Overview

10.4 SCENARIO 3: TWO ZONES ONLY

This scenario combines Precincts B and C as a single inner-zone, (hereby named and “New Precinct B”). This new precinct would then have more restrictive parking rates allocated to it compared to outer area (Precinct A). The results of this scenario are shown below in Table 10.3.

Table 10.3: Scenario 3 Results

Target Mode Share	Gross Rate		Total Spaces 2031	Parking Rates	
	m ² / Space	Space / m ²		A	B & C
70%	1.62	1/61m ²	36,380	1/60m ²	1/100m ²
60%	1.05	1/95m ²	23,551	1/150m ²	1/300m ²

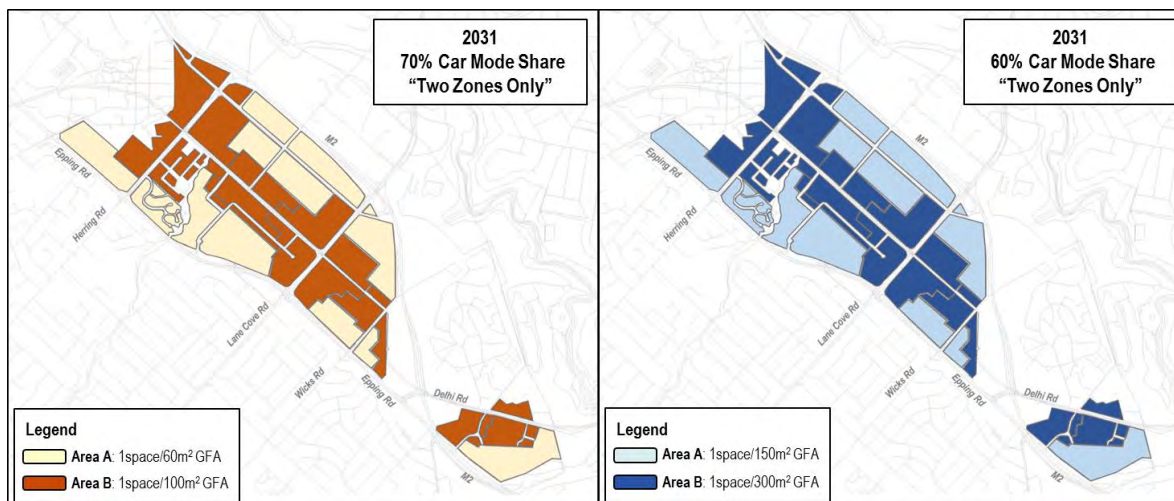


Figure 10.3: Scenario 3 (“Two Zones Only”) Overview

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10.5 SCENARIO COMPARISON

The Business as Usual (BAU) case is estimated to result in an increase of total parking supply of approximately 10,000 spaces by 2031 to accompany the increase in GFA. As a result, the private vehicle mode share would experience a negligible reduction (75% to 74%) which is insufficient to generate improvements to the current and future road network performance issues and would likely worsen current congestion levels.

The two private vehicle mode share targets investigated produced a reduced total parking supply when compared to the BAU case. With an increase in GFA of approximately 1,070,000m² and redevelopment of 50% of the existing floor space, the results indicate that:

- Achieving a 70% mode share target by 2031 would require the total increase in parking supply to be limited to approximately 3,000 to 4,000 spaces. This represents a parking space growth of 1 space per 355m² of new or redeveloped floor space, approximately; and
- Achieving a 60% mode share target by 2031 would require a total decrease in current parking supply in the order of 9,000 spaces. This means that sites that are re-developed would have their parking reduced substantially and new developments/infill would have far more restrictive parking rates.

A comparison of the Business As Usual case and all other scenarios is given below in Figures 10.4 and 10.5.

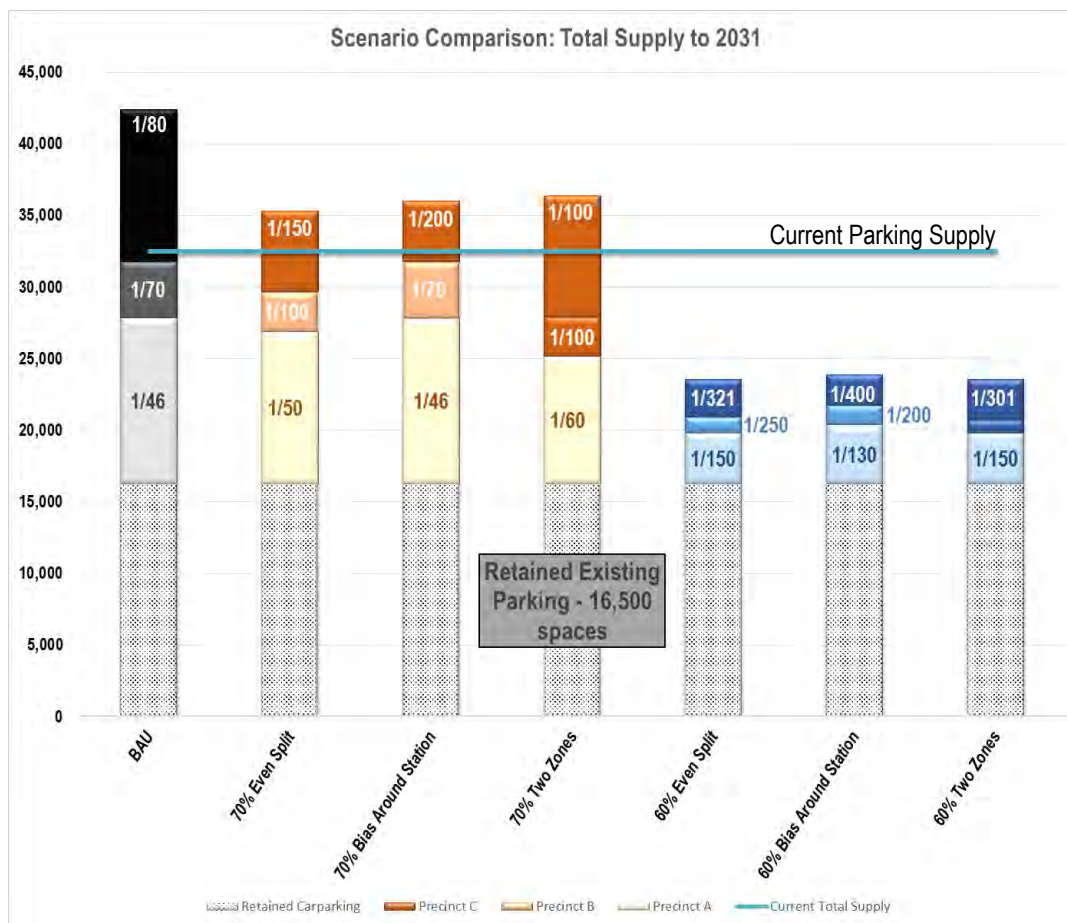


Figure 10.4: Scenario Comparison: Total Study Area Parking Supply 2031

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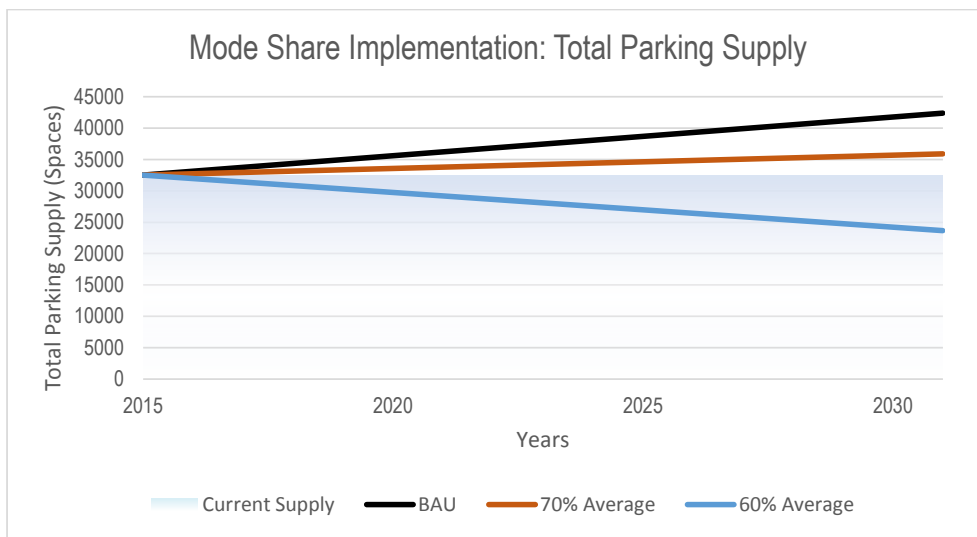


Figure 10.5: Study Area Off Street Parking Provision for each Scenario, 2015 to 2031

11. SCENARIO EVALUATION

11.1 OVERVIEW

An evaluation framework was formulated to appraise and compare the parking provision scenarios. The evaluation was based on five main criteria, as follows:

- Progress to reach the preferred mode share target of 60% by private vehicle;
- Alignment with planned building densities and areas of existing and potential public transport (PT) accessibility;
- Impacts on commercial viability of continued development and competitiveness with other centres;
- Staging and implementation of parking rate changes (e.g. in line with PT upgrades); and
- Differential impacts of using significantly different rates in adjacent precincts within Macquarie Park.

11.2 EVALUATION CRITERION 1: MODE SHARE TARGET

The Macquarie Park Precinct Traffic Study prepared by Bitzios Consulting in 2009 identified that a private vehicle mode share of 60% was required by 2031 to allow the road network to accommodate the anticipated trips (in addition to targeted infrastructure upgrades). This reduction in private vehicle mode share is required to address the congestion issues experienced throughout the Macquarie Park network, which have gradually deteriorated since the time that assessment was conducted and will continue to worsen if no changes are introduced.

The 60% targeted provision scenarios fulfil this criterion, while the 70% targeted scenarios do not.

11.3 EVALUATION CRITERION 2: ALIGNMENT WITH BUILDING DENSITIES & PT ACCESSIBILITY

Lower development parking rates are more effective and better received where alternative transport modes are reasonably accessible, or could potentially be made accessible. Public transport provision and patronage is typically higher in areas with higher employment densities. As a result, reduced parking rates are more appropriate where permissible building densities are higher under the DCP and alternative transport modes are more accessible (or where this accessibility can be improved).

This evaluation criterion addresses this factor by assessing the average densities for the areas where stricter parking rates are proposed and the opportunities to link them with current or future alternative transport mode provision.

11.4 EVALUATION CRITERION 3: COMMERCIAL VIABILITY AND COMPETITIVENESS

The ultimate goal of the revised parking rates under evaluation is to improve road network performance to assist continued commercial growth within the precinct. Parking availability is a particularly key commercial attraction factor for commercial space. Consequently, the implementation of substantial changes in parking provision in the area could make Macquarie Park less attractive to both the property sector and prospective tenants. This is in direct opposition to the aim and could foreseeably induce substantial stakeholder and community opposition.

Moreover, the implementation of these new parking rates is dependent on development and re-development yields, as existing parking provisions cannot be reduced if no changes to each site take place. Reducing the parking rates too aggressively could have the natural consequence of discouraging both new development and especially re-development (so that current spaces can be retained).

This criterion seeks to balance stricter mode share targets to resolve traffic congestion issues with the likelihood of discouraging development and slowing floor space turnover.

11.5 **EVALUATION CRITERION 4: IMPLEMENTATION/STAGING OF PARKING RATE CHANGES**

While the mode share calculations assessed the result by 2031 of implementing modified rates now, some of the scenarios evaluated would be likely to require a staged delivery to allow for a transition to take place from current rates to more constrained parking provision schemes.

This criterion evaluates both the need for this transition to be applied and the ability to do so based on the proposed rates and potential staged initiatives.

In summary, the more severe reductions implied by the 60% mode share target would be more likely to require a well-planned staged implementation to avoid development shocks or uneven development patterns. However, it is unclear how that implementation could proceed given the magnitude of the modifications typically proposed as part of the respective scenarios.

The rates aimed at a 70% mode share target could have a less complex staging strategy and (subject to further investigation and discussion with stakeholders), the transition period could even be removed. However, a staging program aligned with public / active transport improvements would be recommended and better received by stakeholders. The implementation of the North-West rail link could be used as a deadline after which the revised parking rates could be applied in full effect while until then, temporary / transition rates would be applicable.

11.6 **EVALUATION CRITERION 5: DIFFERENTIAL IMPACTS WITHIN MACQUARIE PARK**

Implementing multiple parking rates across the precinct with significantly different levels has the potential to result in localised impacts where adjacent sites (or sites in close proximity) have pronounced differences in the applicable parking provision.

This disparity would then result in discouraging development (and/or redevelopment) in the areas with more stringent parking rates and it wouldn't be well received by the respective land owners, which would perceive the rate allocation as unfair.

Consequently, the rates amongst the three precincts (A, B and C) would ideally achieve a balance in which:

- Further differentiation between sub-areas is introduced, encouraging public transport use where appropriate, and;
- Not being so divergent as to induce differential impacts and hinder the attractiveness of the precinct and development rate.

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Macquarie Park Parking Study



11.7 SUMMARY OF SCENARIO EVALUATION

Table 11.1: Summary of Scenario Evaluation

Criteria	Private Mode Share = 70%			Private Mode Share = 60%		
	Even Reduction 1/50 1/100 1/150	Bias Around Stations 1/46 1/70 1/200	Two Zones Only 1/60 1/100	Even Reduction 1/150 1/250 1/320	Bias Around Stations 1/130 1/200 1/400	Two Zones Only 1/150 1/300
Mode Share Target Achieved	No			Yes		
Alignment with Building Density and PT Accessibility Potential	Yes. However, the even reduction applied does not introduce further "differentiation" between sites based on proximity to PT services	Yes. Further "differentiation" between sites introduced based on proximity to PT services.		Yes. However, the even reduction applied does not introduce further differentiation between sites based on proximity to PT services	Yes. Further differentiation between sites is introduced based on proximity to PT services.	
Impacts on development within Macquarie Park and its competitiveness amongst other centres	This mode share target produces a modest total increase in spaces from the current 32,500 to 35,500 in 2031. This is a growth of 1 space per 355m ² renewed floor space. Redevelopment is not as severely impacted as the alternative scenario (based on a 60% target) and the precinct is still considered a viable option.			This mode share target produces a total reduction of spaces from the current 32,500 to 24,000 in 2031. This is a loss of 1 space per 125m ² renewed floor space. This is expected to substantially devalue the Macquarie Park's proposition, undermining the viability of redevelopment and slowing the implementation of new parking provisions.		
Ability to Stage parking implementation	The proposed modifications would need a staged implementation strategy. All options are based on the hypothetical scenario of starting implementing the changes now but would benefit from a transition period aligned with public transport improvements.			The magnitude of the modifications advises a multi-stage implementation strategy. Appropriate triggers would need to be identified based on a combination of PT upgrades and other factors. However, the 2031 mode share of 60% is based on introducing changes now.		
Differential Impacts between zones.	This corresponds to the scenario with the least anticipated differential impacts given the more "even" rate distribution (three zones maintained).	This scenario aims at targeting the areas around the train stations. The scale of the proposed modifications is anticipated to result in significant "differential impacts".	This scenario aims at converting the number of zones to two. However, the scale of the proposed modifications is anticipated to result in moderate "differential impacts".	The magnitude of the rate's modifications is likely to cause some differential impacts given that the "lower" rate is half of the "higher" rate.	The magnitude of the rate's modifications is likely to cause some differential impacts given that the "higher" rate corresponds to three times the "lower" rate.	This scenario aims at converting the number of zones to two. The magnitude of the rate's modifications is likely to cause some differential impacts given that the "lower" rate is half of the "higher" rate.

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Macquarie Park Parking Rates Study

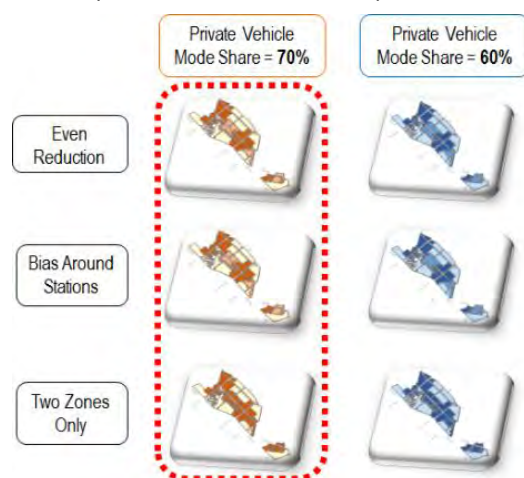


12. PREFERRED SCENARIO

12.1 PRIVATE VEHICLE MODE SHARE SELECTION

Following the scenario evaluation and feedback received from Council, it was determined that the 60% mode share scenarios involved measures considered to be too aggressive and that this could eventually affect the precinct's competitiveness and viability. Any of these scenarios would involve an overall reduction of parking supply throughout the precinct (from 32,500 to ~26,000, a 20% reduction) while floor space is expected to almost double over a 15 year period. Moreover, these parking rates could discourage new development and re-development within the study area.

The most generous parking provisions in the 60% scenario would be more stringent than Parramatta or Green Square. The inner core of the precinct would be subject to parking restrictions similar to Chatswood,



North Sydney and the CBD. Macquarie Park does not have the public / active transport amenity or "precinct profile" to compete with these centres.

The 70% private vehicle mode share target scenarios produced a more reasonable change in total supply, allowing overall parking supply to grow as floor space grows to 2031, while doing so at a much lower rate.

As such, it was determined that the preferred scenario should be derived from one of the three options investigated for the 70% private vehicle mode share target.

12.2 SCENARIO SELECTION

Each of the three options assessed to achieve the 70% target have different benefits / impacts. Table 11.1 summarises how each option aligns with some key evaluation criteria. In the process of selecting the "preferred option", these evaluation criteria were considered together with feedback received from Council.

As part of the scenario evaluation process, it was found that the "Bias around Stations" scenario would have the potential to discourage development in the core areas and/or introduce differential impacts for sites in close proximity to one another. This is due to the disparity in parking rates for different sub-areas, with the higher rate (1/200m²) approximately four times higher than the lower rate (1/46m²).

While the "70% private vehicle mode share" scenarios generally consist of more viable options when compared to the 60% options (as discussed in Section 12.1), it is important that the adopted scenario achieves a balanced outcome and does not include any sub-areas with parking rates that are not adequate / viable or not consistent with the remaining sub-areas.

Both the "Bias around Stations" and "Even Reduction" scenarios include parking rates beyond the 1/100m² threshold which is already considered to be a very tight parking rate based on feedback received from stakeholders. The "Two Zones Only" scenario is more lenient having the 1/100m² rate applied as a maximum to the areas in the core of the precinct (better serviced by public transport infrastructure).

As such, the "Two Zones Only" scenario was found to allow a certain differentiation between areas with better public transport provision, namely those in close proximity to the rail stations (which was one of the key evaluation criteria) while applying parking rates that do not introduce a significant disparity between adjacent sites. More importantly, the parking rates proposed under the "Two Zones Only" scenario achieve a better overall precinct balance, avoiding a disparity in parking rates that could discourage development in certain areas. (That is, it minimises differential impacts.)

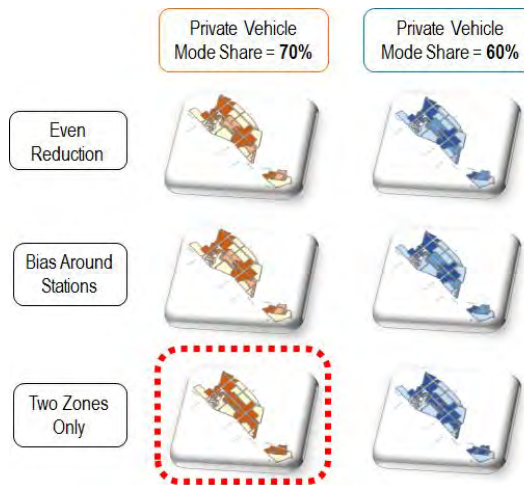
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The “Even Reduction” scenario not only includes parking rates beyond 1/100m², but also introduces potential differential impacts with the “third tier” rates (1/50m²) corresponding to triple of those in the core precinct (1/150m²).

Another benefit associated with the “Two Zones Only” scenario consists of its zonal distribution generally aligning with that of the floor space ratio (FSR) maps currently being finalised by Council. This would simplify the implementation of both maps and improve consistency for different planning instruments.

Overall, the “Two Zones Only” scenario was found to be the one with higher compliance levels with the evaluation criteria. It consists of a balanced approach that minimises potential issues associated with the other two options, namely the likely differential impacts, and impacts on precinct attractiveness.



The “Two Zones Only - 70% Private Vehicle Mode Share” was therefore selected as the preferred scenario as the result of the evaluation process and consultation with Council.

This option was well received by Council representatives as part of a workshop organised to discuss the scenarios evaluated as part of this study.

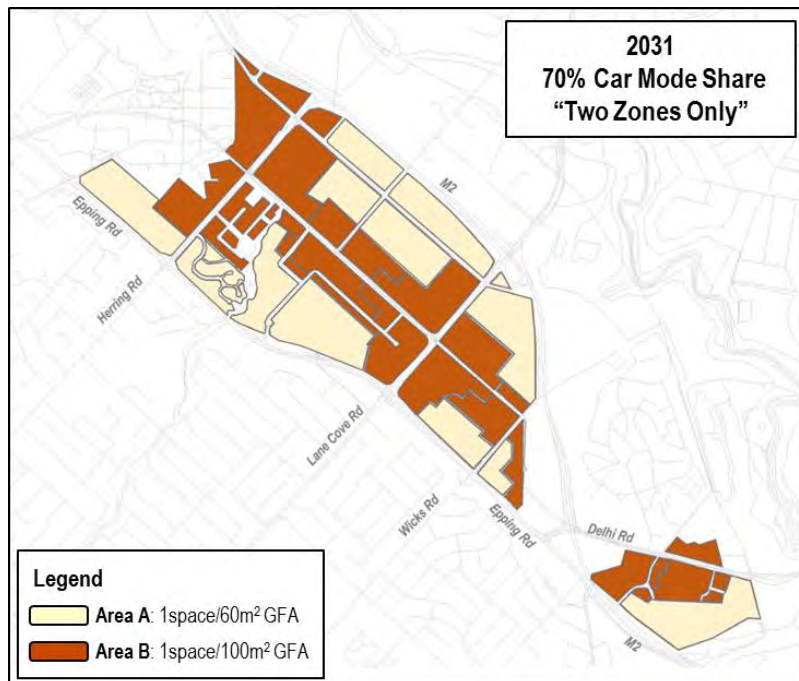


Figure 12.1: Preferred Scenario

12.3 COMPETITIVENESS AND VIABILITY EVALUATION

The scenario selected achieves the best balance between minimising the effects if traffic congestion growth in the precinct and the impacts that the modified rates will cause in the precinct's competitiveness against other centres with a similar product. Both excessive traffic congestion and insufficient parking reduce the competitiveness of centres like Macquarie Park. However, expectations change over time as the types of businesses in evolving centres also change, with less of a reliance on car usage and parking and a greater reliance on public transport access, like key business centres further to the east such as Chatswood. The rate of transition is the key and striking the right balance at the right time between reducing private car usage and discouraging the leasing of commercial space in the area (and hence discouraging re-development) due to insufficient parking being available.

It must be noted that, at this point in time in a highly competitive commercial space market, parking availability is very important for Macquarie Park and other comparable centres. The proposed changes to commercial and industrial parking rates will inevitably (marginally) affect the attractiveness of some sites, but this is not expected to be to an extent that will encourage tenants / developers to relocate to alternative locations on masse, or to discourage redevelopment. While the proposed parking rates will be more restrictive to those currently applied to other centres (such as Norwest or Rhodes), it is important to understand Macquarie Park in the context of the second biggest business centre in the Sydney region with a substantial number of trips to/from the precinct on a daily basis.

For example, a parking rate of 1space/40m² is currently applied to Rhodes. However, this refers to a much smaller centre (approximately 1km²). It attracts approximately 25% of the trips compared to Macquarie Park. It also contains a significantly higher proportion of residential land use, therefore contributing to a different split of in/out trips.

Macquarie Park is also unique in the availability of large floor plates, its central location, quality of infrastructure, current/future residential catchment, etc. These attributes have some intrinsic value that offsets to some extent any perceived impacts due to reduced parking availability for certain types of businesses. Moreover, other centres are likely to have their parking rates revised and adjusted over the upcoming years which will inevitably reduce the parking rate differences between Macquarie Park and its competitors. In some way, local government regulates its DC parking rates compares to what other centres are doing and it is likely that Macquarie Park DCP rates will be used as a benchmark for similar business parks elsewhere in the future.

It will be important though to maintain enough parking within the proposed rates to cater for parking spaces demanded by middle and upper management, whilst encouraging a shift in lower level employees from car-based to public transport and active transport-based access. The proposed rates strike this balance and allow sufficient on-site parking for salary packages that need to include a vehicle and a car space.

The challenge for Macquarie Park is to ensure that it is future proof and that the redevelopment rate is not reduced. This can only be achieved with a combination of improved traffic network operations (to which a modified mode share is crucial), improved public transport service and an increased residential catchment. The proposed scheme takes this in consideration and allows the implementation of a "period of adjustment" (see Section 14.2) to ensure that the transition is gradual and has minimal impacts on the precinct's competitiveness.

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13. FINAL DRAFT PARKING RATES

Following consultation with Council, it was noted that the preferred scenario of two parking rate zones for Macquarie Park consisted of a zonal distribution very similar to that of the floor space ratio (FSR) maps currently being finalised by Council. It is understood that these maps and associated requirements are intended to come into effect in the near future.

It was subsequently agreed that it would be logical for the parking rates maps to be consistent with the other maps being prepared by Council. Moreover, the current parking rate zone definitions include some locations with more than one rate applying to different parts of the same site. As such, there would be additional benefits in applying to required adjustments to the preferred rate distribution show in Figure 12.1 and use the opportunity to update the parking rates to remove these inconsistencies.

In the overall context of the precinct and estimated mode share calculations, the differences between the "preferred rate map" show in Figure 12.1 and that including the modifications required to allow it to match the FSR maps are small enough that they wouldn't have a tangible impact on the mode share calculations.

Figure 13.1 illustrates the "Draft Final" parking rate areas. The guiding principles and benefits associated with this adjustment in the mapping are summarised below:

- Existing 1space/46m² areas will generally move to 1space/60m²;
- Existing 1space/70m² and 1/80m² areas will generally move to 1space/100m²;
- Areas with FSRs between 0.5:1 and 2.0:1 on the Draft Macquarie Park Incentive FSR map will generally equate to 1space/60m² areas;
- Areas with FSRs between 2.5:1 and 3:1 on the Draft Macquarie Park Incentive FSR map will generally equate to 1space/100m² areas;
- Only one car parking rate will apply to each site (the exception to this is the Johnson & Johnson site which will have a split parking rate for historic reasons); and
- No sites will move from 1space/46m² to 1space/100m², unless the current car parking rate is split across a site and a portion of the site has an FSR of 2.5:1 or more

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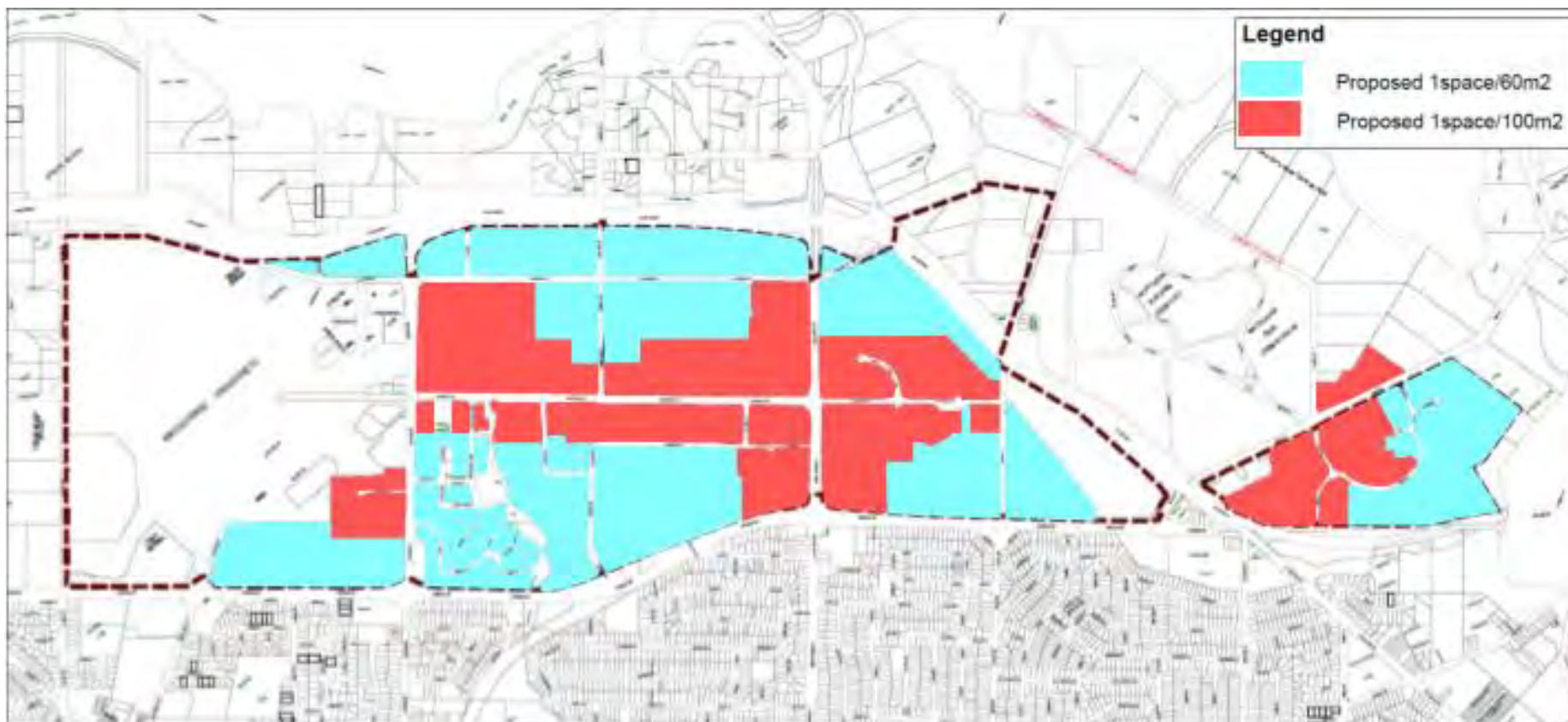


Figure 13.1: Final Draft Parking Rates Map

14. CONCLUSIONS AND RECOMMENDED IMPLEMENTATION STRATEGY

14.1 CONCLUSIONS

The analysis of the current situation and investigations of potential modifications to current parking rates resulted in the following key findings:

- Macquarie Park has diversified from its original light industrial, technology and research focus into more of a general office and “corporate headquarters” area;
- The current parking provision is estimated to correspond to virtually one space per employee which contributes to congestion issues throughout the precinct;
- The current private vehicle mode share is 75% (compared to the 60% target for 2031 identified in previous studies to try and manage the impacts of congestion growth);
- The precinct has experienced significant growth in recent years and is expected to continue its redevelopment and diversification with forecasts of it doubling its number of employees by 2031. University and residential components are also set to increase by 2031;
- The number of University students and amount of Residential dwellings is also set to increase markedly by 2031;
- The current parking rates applicable under the DCP for commercial and industrial development are divided into three areas predominantly based on proximity to train stations, as follows:
 - 1 space / 46m² Gross Floor Area, in Area A;
 - 1 space / 70m² Gross Floor Area, in Area B; and
 - 1 space / 80m² Gross Floor Area, in Area C (within 400m of a rail station).
- When compared with other relevant business centres in Sydney, Macquarie Park exhibits one of the highest private vehicle mode shares and some of the most generous parking rates;
- The key issue for changing parking rates in Macquarie Park appears to be the rate of transition over time related to how quickly public transport services can be added to provide a practical, attractive alternative;
- Under “Do Nothing” (that is, maintaining the current development parking rates) the total parking supply in the study area would increase by approximately 10,000 spaces by 2031. As a result, the private vehicle usage would inevitably exacerbate current congestion issues;
- The two private vehicle mode share targets investigated (70% and 60%) produced a reduced total parking supply when compared to the do nothing approach. With an assumed increase in GFA of up to 1,070,000m² and an assumed redevelopment of 50% of the existing floor space, the results indicate that:
 - Achieving a 70% private vehicle mode share target by 2031 would require a total increase in parking supply in the order of 3,000 to 4,000 spaces from current supply. This represents a parking space growth of 1 space per 355m² of new or redeveloped floor space; and
 - Achieving a 60% private vehicle mode share target by 2031 would require a total decrease in parking supply in the order of 9,000 spaces from current supply. This represents a parking space reduction of 1 space per 125m² of new or renewed floor space, approximately. In effect, this means that any removed parking spaces due to redevelopment would be replaced with far fewer spaces even though floor space may have increased.
- Following the scenario evaluation and feedback received from Council, it was determined that the 60% private vehicle mode share scenarios involved measures considered to be too aggressive and that this could eventually adversely affect the precinct’s competitiveness and viability;
- The 70% private vehicle mode share target scenarios produced a more reasonable change in total supply, allowing overall parking supply to grow as floor space grows to 2031, while doing so at a much lower rate;
- Three scenarios were evaluated to help achieve the 70% private vehicle mode share target by 2031 (“Even reduction of parking rates throughout the precinct”, “Bias around stations” and “Two Zones Only”). The outcome of the evaluation process and consultation with Council was that the preferred scenario was the “Two Zones Only – 70% Private Vehicle Mode Share” for the following reasons:
 - It allows a certain differentiation between areas with better public transport provision (namely those in close proximity to the rail station);

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Macquarie Park Parking Rates Study



- The differentiation introduced is not as aggressive as “Bias Around Stations” scenario, which would have the higher rate approximately four times higher than the lower rate, therefore having the potential to discourage development in the core areas and/or introduce differential impacts for sites in close proximity to one another;
- Spatially, it is aligned with Council’s “Floor Space Ratios Map” for Macquarie Park which would simplify the implementation and improve consistency for different planning instruments; and
- The proposed scheme does not include any sectors with rates above 1/100 (i.e. the changes are not as pronounced when compared with other scenarios which include sections with rates of 1/150 or 1/200);

14.2 IMPLEMENTATION CONSIDERATIONS

While the mode share estimations and scenarios evaluation were based on introducing the new rates now and maintaining them until 2031, the proposed strategy would benefit from having a transition / staging program to assist in gradually delivering the modified parking rates. It is also logical to combine the full implementation of the revised parking rates with improvements to the public transport service in the area, so that workers who decide to make the transition from private vehicle have an attractive, viable alternative in public transport. This will help in gaining support from the community and stakeholders.

The implementation of the North West Rail Link (with completion estimated by early 2019) will constitute a significant improvement to public transport service in the area. Not only will it directly connect Macquarie Park with residential catchments to the west of Epping, but it will also increase train frequency in the Epping to Chatswood Rail Link (claimed to be converted to “one train every four minutes during the peak periods”). This upgrade is a logical trigger after which the modified parking rates could be made fully operational. Until then, a transition period could be applied in which the new rates would only apply to “new development”. Any re-development would be allowed to maintain current parking supply (that is, where the new rates would result in a reduction of parking spaces, this would be waived so that current supply could be kept).

A staged implementation also allows other initiatives to be planned and delivered such as bus service improvements and walking / cycling facilities, which would assist in achieving a successful balance of different mode shares while overall parking provision is reduced (in proportion to the overall floor area).

14.3 RECOMMENDED IMPLEMENTATION PROGRAM

The proposed implementation strategy (with indicative dates/timings) is summarised in Table 14.1.

Table 14.1: Indicative Implementation Strategy

Indicative Date	Action
2015	<ul style="list-style-type: none"> ▪ Seek community comment through the planning controls review process. ▪ For the purpose of this implementation strategy, it is assumed that Council will adopt the planning controls following exhibition.
2016	<ul style="list-style-type: none"> ▪ Apply the revised parking rates to “new developments” (i.e.: “Two Zones” at 1/60 & 1/100) through the DA process; ▪ Re-development would have the new rates waived if these resulted in a reduction of current parking supply.
2016-2019	<ul style="list-style-type: none"> ▪ Investigate and implement measures that can assist modal shift such as improved bus services / bus priority, improved walking and cycling facilities, etc.
2019	<ul style="list-style-type: none"> ▪ Apply the revised rates to re-development as well as new developments (i.e.: “Two Zones” at 1/60 & 1/100); ▪ This would coincide with the delivery of the North West Rail Link and improved frequency along the Chatswood – Epping Rail line.
2020	<ul style="list-style-type: none"> ▪ Undertake a review of commercial off-street parking rates and evaluate the outcomes of the 2015 – 2020 period.

APPENDIX A

STAKEHOLDER CONSULTATION NOTES



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MEETING MINUTES

22 December 2014

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation - Jones Lang LaSalle
Attendees:	Denys Bizinger (DB) – Jones Lang LaSalle (JLL) John Brown (JB) – City of Ryde (CoR) Alan Finlay (AF) – Bitzios Consulting (BC) Ivo Pais (IP) – Bitzios Consulting (BC)
Location:	Level 27 North Point 100 Miller St North Sydney
Date and Time:	19 December 2014

Minutes:

- JB provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the meeting purpose was;
- AF asked DB “what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive”;
- DB described some a few factors such as:
 - Value for money – brand new buildings compared to other centres;
 - Large floor plates / developable sites available – business consolidation opportunities;
 - Location;
 - Competing businesses want to be “where their competitors are”. Networking opportunities are present. “They like being there”;
- DB mentioned how “Parking availability is of key importance” in MP;
- This is of particular importance for businesses moving within the precinct;
- Development applications with poor parking ratios are not competitive;
- Older development applications with higher parking ratios are preferred by tenants / businesses;
- There is currently a lot of interest in the fringe areas with a parking rate of 1space/46spm (higher applicable rate in the precinct);
- Sites within the “1space/80sqm buffer” simply won’t lease;
- Parking is involved in every deal;
- The current rail provision is not adequate and/or not servicing the right locations. A lot of people come from the north / west. It is not convenient for a large proportion of the MP workforce;
- North West Rail Link will have some positive effect;
- Car share scheme are not appealing;
- JB mentioned an example of someone working in MP and commuting from the North Shore. Public transport is not a practical solution;
- Some buildings have shuttle services in place to provide connections to the rail stations. These seem to work relatively well;
- Businesses / tenants have high expectations towards parking provision. If multiple options/sites are presented, they will typically choose that with higher parking provision;
- JB explained that traffic congestion is not seen as an issue as bad as parking. Some sites have privileged location to avoid congestion hotspots (“pole position” factor);
- People tend to accept that congestion “is everywhere you go in Sydney”. Some improvements occurred recently (M2 upgrade, new ramps, etc.);
- JB mentioned how property inspections are typically conducted before 10am and after 3pm to avoid the worst parking/congestion periods;

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- JB questioned if employees would consider the option of a higher salary as a trade-off for the loss of a car spot. DB answered that it is hard to know but that he suspects that most people wouldn't see this as an attractive incentive;
- DB mentioned that competing precincts would be Rhodes, Norwest and Olympic Park;
- DB referred to the large number of sales staff working in the precinct and to the fact that they need cars. Some sites operate with "hot desking parking spots" and valet parking for larger car parks;
- JB questioned if the provision of off-street parking station(s) would be considered as a positive solution;
- DB informed that businesses would likely be opposed to such a scheme and that its implementation could be problematic, especially in relation to possible levies, S94 contributions, etc.;
- JLL is gradually pushing some parking limitations with new leases and alerting businesses to the issue. However, this has to be a slow process;
- DB referred to the example of a potential "1space/100sqm" rate for a large site (15,000sqm or larger) and how it wouldn't work for a long term lease. It would be extremely difficult to obtain a "pre-commitment";
- The university has a positive impact in the precinct especially when it collaborates with local businesses;
- As a final note, DB mentioned that further reducing current parking rates would be extremely courageous and could have some serious consequences.

MEETING MINUTES

16 January 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation - Stockland
Attendees:	Simon Botterill (SB) – Stockland Alan Finlay (AF) – Bitzios Consulting (BC)
Location:	Telephone conversation
Date and Time:	14 January 2015

Minutes:**Background/introduction**

- AF provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the meeting purpose was.

Macquarie Park's Competitive Advantage

- AF asked SB "what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive";
- SB described some factors such as:
 - Value for money – lower development costs compared to CBD and North Sydney;
 - Good train links;
 - Flexibility to increase FSR on existing plots;
 - Large floor plates / developable sites available – potential for combining offices with laboratories and workshops;
 - Location – still quite close to CBD;
- SB thinks this unlikely to change over next 10 years

Congestion Issues

- SB mentioned congestion issues in the North Ryde end of the precinct, i.e. around Delhi Road and M2 access points. He thinks it is not so bad in MP itself.
- SB mentioned how parking availability is still a big plus for MP;

Future doubling of workforce?

- SB thinks the 'drive to work' paradigm must change but viable alternatives must be in place first.

Doubling of Congestion Levels?

- SB thinks MP should still be competitive on a price basis for companies that require large spaces.

Adequacy of Existing Public Transport?

- SB thinks the train service is adequate in peak periods but off-peak frequency (15 minutes) is not good enough. He will catch a taxi from MP to city rather than wait for next train ("my time is too valuable").
- SB has never used the bus service and so feels unable to comment.

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- Public transport adequacy is dependent on employee residential location – not good for northern beaches, for example.

Current Parking Rates

- SB thinks not enough in terms of what tenants want or expect.
- There is always demand for short term parking at other sites, and some 'swaps' or cross leasing occurs.
- Existing ratios OK until such time a better public transport alternatives are available.

Dependency of Businesses on Parking for Staff and Visitors

- Strongly dependent for staff
- Visitor parking depends on type of business – e.g. if meetings or presentations are required

Could More Restrictive Parking Rates be Applied over Time?

- SB thinks we would need to have practical alternatives in place and be able to demonstrate that these alternative actually work, in both time and cost terms.
- Thinks Green Travel Plans are OK but they need to get buy-in and to demonstrate effectiveness and efficiency.

MEETING MINUTES

16 January 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation - Goodman
Attendees:	Will Dwyer (WD) – Goodman Alan Finlay (AF) – Bitzios Consulting (BC) Ivo Pais (IP) - Bitzios Consulting (BC)
Location:	Goodman offices Level 17, 60 Castlereagh Street, Sydney
Date and Time:	15 January 2015

Minutes:**Background/introduction**

- AF provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the meeting purpose was.

Macquarie Park's Competitive Advantage

- AF asked WD “what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive”;
- WD described some factors such as:
 - Value for money – good price point for rents;
 - Plenty of future capacity;
 - Location – still quite close to CBD, compared to NorWest, Rhodes and Homebush. Attractive to CEOs and senior management who are more likely to live in the north and east.
 - Some level of “social infrastructure” in place compared to other centres and a development density that is gradually intensifying;
- WD thinks this could change slightly over next 10 years, given the redevelopment of South Sydney precinct (Green Square, Alexandria and Mascot). This precinct is close to CBD, eastern suburbs and airport.
- WD believes that Macquarie Park is more “rigid” in terms of land use allocation and development type when compared to this upcoming precinct. Competition is likely to intensify between the two precincts within the next 12 months.

Congestion Issues

- WD thinks that congestion has long been an issue, but MP is on a par with other parts of Sydney;
- There is still too much uncertainty about the future road network within MP and better planning is required to address this and achieve better “precinct activation”;
- Homogeneous zoning tends to increase congestion (e.g. all trips in same direction);
- WD thinks parking availability is still the number one criterion for businesses in MP – 1:40 zones are most attractive, and the 1:80 target causes problems.

ITEM 9 (continued)**ATTACHMENT 1****Future doubling of workforce?**

- WD thinks the North West Rail Link (metro to Rouse Hill) will improve accessibility, but it will also lead to increased completion from other future business parks on that line (e.g. NorWest, Cherrybrook?).
- WD also thinks the proposed Parramatta to MP light rail line could be helpful;
- He thinks we need more flexibility in land use – more mixed use – to allow higher percentages of walking and cycling to work trips. This will also contribute to a better balance in trip directionality (i.e. trips generated by residential land uses will typically go in the opposite direction of those generated by employment sites)

Doubling of Congestion Levels?

- WD thinks congestion not really the issue – rents are holding up.

Adequacy of Existing Public Transport?

- WD has not used either train or bus services to MP so can't really comment.
- He thinks the train stations are too far away from some businesses, and so a shuttle bus could be useful (the system that Optus has currently in place was mentioned as a good example).
- WD mentioned the issue of personal security for women walking to train stations after dark (in winter months). Suggested that 800m is too far to be a realistic catchment in such situations. Street activation (that should result from zoning changes) would also be helpful for personal security / passive surveillance.

Current Parking Rates

- WD acknowledged the rationale for change, but thinks 1:100 is not appropriate for Ryde.
- He re-iterated how 1:80 is already problematic / not competitive.
- There is still lots of demand for parking;
- He supports differential rates for proximity to rail stations, but they need to be "realistic".

Dependency of Businesses on Parking for Staff and Visitors

- Strongly dependent for staff.
- Visitor parking depends on type of business – e.g. if meetings or presentations are required, or if the business has a showroom.
- WD mentioned that there could be some cases in which staff choose to drive because they are not aware of the public transport alternatives and how competitive these are in comparison. Awareness programs could be helpful but tangible benefits wouldn't be expected. "Incentive schemes" would probably be more effective.

Could More Restrictive Parking Rates be Applied over Time?

- WD thinks there would need to be a strong connection between improved public transport and more restrictive rates.
- There needs to be a study to generate evidence of employee residential locations.
- WD thinks Green Travel Plans unlikely to be very effective.

MEETING MINUTES

6 February 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation – AMP Capital
Attendees:	Jeff Peers (JP) – AMP Capital Alan Finlay (AF) – Bitzios Consulting (BC)
Location:	Telephone conversation
Date and Time:	16 January 2015

Minutes:**Background/introduction**

- AF provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the conversation purpose was.

Macquarie Park's Competitive Advantage

- AF asked JP “what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive”;
- JP described some factors such as:
 - Highly successful business park;
 - Synergies from other businesses;
 - Location – still quite close to CBD, and adjacent to highly skilled workforces;
 - Good transport connections;
 - Good educational and retail facilities.
- JP expects it to strengthen over next 10 years residential developments will provide more skilled workers and the NW rail link will help.

Congestion Issues

- JP thinks that congestion is an issue in some areas;
- It can affect employees in deciding to work in MP;
- Even though public transport is good, it is still nothing like the CBD;
- JP thinks parking will be important.

Future doubling of workforce?

- JP thinks the North West Rail Link (metro to Rouse Hill) will improve accessibility, but there will also need to be improvements in bus services and an expanded bus interchange
- JP also thinks the proposed Parramatta to MP light rail line could be helpful;
- JP would also like to see an expansion of the Transit Ways (T-way) system.

Doubling of Congestion Levels?

- JP thinks there would be serious problems – both for workers/businesses and for university and shopping centre – competing centres would benefit.
-

ITEM 9 (continued)**ATTACHMENT 1****Adequacy of Existing Public Transport?**

- JP said he is not an expert in this area, but felt that improved bus services and light rail should be pursued

Current Parking Rates

- JP thinks commercial/office rates are acceptable
- Residential parking rates could be a problem – too restrictive and ignore the fact that most people will want to own a car – unrealistic for one bedroom apartment to have no car space
- Overall, he thinks the current parking rates are about right.

Dependency of Businesses on Parking for Staff and Visitors

- JP thinks very important for both;
- He is aware that some tenants are “actively managing” their own parking;
- Proximity to stations is important.

Could More Restrictive Parking Rates be Applied over Time?

- JP thinks there would need to be a strong connection between improved public transport and more restrictive rates.
- He thinks it is unrealistic to force people onto public transport.

MEETING MINUTES

6 February 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation – SingTel Optus
Attendees:	Andrew Parker (AP) – Optus Alan Finlay (AF) – Bitzios Consulting (BC)
Location:	Telephone conversation
Date and Time:	16 January 2015

Minutes:

Background/introduction

- AF provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the conversation purpose was.

Macquarie Park's Competitive Advantage

- AF asked AP "what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive";
- AP described some factors such as:
 - Larger plot sizes available;
 - Synergies from other technology businesses;
 - Relatively lower rents
- AP expects strong growth over next 10 years.

Congestion Issues

- AP thinks that congestion adversely affects MP's attractiveness;
- Congestion has caused some businesses to move out;
- For Optus, the advantages (in cost) outweigh the congestion issues for employees;
- Parking is important but there are alternatives, as shown by Optus;
- AP has noted that "old style" real estate agents are still trying to sell parking as a positive – he feels this has to change;

Future doubling of workforce?

- AP thinks there needs to be a shift to public transport, and that this will require a combined effort by Council and landholders;
- Council needs to enforce the parking rates;
- Landowners need to change their outlook to NOT expect free parking;
- Council should review the on-street parking fees – some sections are parked out all day (rates too low?), while other have no demand;
- AP thinks \$11 for 12 hours parking is too cheap;
- AP thinks there needs to be a better mix of parking restrictions (e.g. some 2P, taxi zones, etc);
- There needs to be higher parking turnover.

ITEM 9 (continued)**ATTACHMENT 1****Doubling of Congestion Levels?**

- AP thinks there would be serious problems – congestion would harm MP's competitiveness
- Traffic and transport issues are in the top two or three issues for tenants;

Adequacy of Existing Public Transport?

- AP thinks the current public transport is "moderate";
- The network is not designed for commuting – rather for shoppers, students, and locals;
- AP thinks there is significant demand for **express** bus and train services between Parramatta and MP;
- AP thinks the current services will not attract new businesses;
- There is not enough Bus Priority;
- As an example, he claimed the 619 and 611 bus services were "packed from day one";
- AP thinks that NW Rail Link will be positive for MP – does not believe there are any negatives in terms of competition from other centres.

Current Parking Rates

- AP thinks the current (latest) parking rates are OK for on-site parking – they make sense in relation to proximity to rail stations;
- He thinks the ratios will need to tighten over time;
- AP noted that on-street parking is already full – there needs to be some re-zoning;
- AP noted that Optus charges its employees more for off-street parking than Council does for on-street parking. As a result, Optus has some empty parking spaces.

Dependency of Businesses on Parking for Staff and Visitors

- AP thinks this depends on where businesses are located;
- Customer parking is critical for some businesses, but currently employees are favoured over visitors.

Could More Restrictive Parking Rates be Applied over Time?

- AP thinks there could be more restrictive rates over time;
- The key factor would be improved bus services, designed for commuters (e.g. express and limited stop services). An example would be Strathfield <-> MP express service with Bus Priority.
- AP thinks Council needs to be more imaginative about how parking changes would impact residents, including how resident parking schemes could work.

MEETING MINUTES

6 February 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation – Macquarie Park Transport Management Association (MPTMA)
Attendees:	Rebecca Lehman (RL) – MPTMA Alan Finlay (AF) – Bitzios Consulting (BC)
Location:	Telephone conversation
Date and Time:	27 January 2015

Minutes:

Background/introduction

- AF provided an overview of the study background / purpose and informed that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the conversation purpose was.

Macquarie Park's Competitive Advantage

- AF asked RL "what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive";
- RL described some factors such as:
 - Business agglomeration;
 - Synergies from other technology businesses;
- RL expects more residential development and mixed use, i.e. a better activity centre, over the next 10 years.

Congestion Issues

- RL thinks that congestion adversely affects MP's attractiveness;
- Congestion is the "number one issue" in MP;
- 48/50 survey respondents said it is the number issue and that it directly offsets benefits of being in MP

Future doubling of workforce?

- RL thinks there needs to be a shift to public transport, and reduced reliance on driving
- This will require a combined effort by Council and landholders;
- Council needs to enforce the parking rates;
- RL thinks there should be a NSW Government parking levy in a similar way to other business centres (CBD, North Sydney, Chatswood);
- There need to be much better bus services

Doubling of Congestion Levels?

- RL thinks congestion can't double – it is already at Level of Service F!

ITEM 9 (continued)**ATTACHMENT 1****Adequacy of Existing Public Transport?**

- RL thinks the current public transport is "inadequate";
- Lack of Bus Priority – both in Bus Lanes and traffic signals operation;
- No discernible benefit for bus passengers, so why would they get out of their comfortable cars?
- No coherent service plan;
- Poor bus frequency on some routes, and span of services don't match employee needs (e.g. shift change times);
- RL pointed out that Forest Coach Lines buses are still not air conditioned;
- RL thinks that NW Rail Link will be positive for MP but not "save the situation"

Current Parking Rates

- RL thinks the current (latest) parking rates are OK for on-site parking, but the pricing (i.e. free) is wrong;
- MP rates reflect other centres but staff get free parking;
- RL thinks that on-street parking is too cheap – this prevents visitors finding spaces;
- Off-street parking requires better management (e.g. Goodman fails to enforce issues like double parking and parking in aisles);
- On-street parking should be rationalised by reducing the number of 12P spaces and use it for other purposes (e.g. bus layover or taxi zones);
- RL notes that employees regularly leave workplaces during working hours in order to move cars around in 4P Resident Parking zones;
- RL thinks the Resident Parking Schemes are essential to keep residents on side.

Dependency of Businesses on Parking for Staff and Visitors

- RL thinks there needs to be some parking for staff, especially for those where public transport is non-viable;
- Businesses complain about insufficient parking, but if they go anywhere else there are more severe restrictions on parking – not the same as in MP;
- Customer and visitor parking is essential but poorly understood – staff are parking in the Visitor spaces and businesses don't enforce it.

Could More Restrictive Parking Rates be Applied over Time?

- RL thinks there could be more restrictive rates over time, but this would depend on prior improvements in public transport, mainly buses;
- RL said there needs to be better management of on-street spaces by both RMS and Council. The example of on-street parking between Clearway times on Lane Cove Road was cited as an issue that RMS must address.

General suggestions

- MPTMA would like to see as an outcome of this study a recommended value (charge) for staff parking (e.g. \$140 per month, with perhaps a discount for car pooling);
- On Mona Vale Road/Ryde Road/Lane Cove Road, there should be Clearways and Bus Priority treatments

ITEM 9 (continued)

ATTACHMENT 1



- MPTMA supports the proposed Parramatta <-> Macquarie Park Light Rail line, but suggests it should first be piloted as an express bus service to prove the concept;
- RL thinks Green Travel Plans help address the 'ignorance of alternatives' issue, but authorities need to also fix the 'poor experience' problem (i.e. bus stuck in traffic – same as the car).

MEETING MINUTES

25 February 2015

Project No. and Title:	P1878 – Macquarie Park Parking Review
Overview:	Stakeholder Consultation – Macquarie University (MU)
Attendees:	Cameron Kline (CK) – MU Alan Finlay (AF) – Bitzios Consulting (BC)
Location:	Telephone conversation
Date and Time:	12 February 2015

Minutes:**Background/introduction**

- AF provided an overview of the study background / purpose and informed CK that BC has been engaged by CoR to prepare this study;
- AF provided further information about the study and described what the conversation purpose was.

Macquarie Park's Competitive Advantage

- AF asked CK "what attracts development to Macquarie Park (MP) as opposed to other centres and what makes it competitive";
- CK described some factors such as:
 - Well connected to M2, Epping – Chatswood rail line, bus interchange;
 - University and shopping centre together;
 - Cheaper than Sydney and North Sydney;
 - Better located than Homebush and Parramatta;
 - Good interplay between technology/medical/university;
 - 'Back of house' operations for bigger companies (e.g. banking)
- Over the next 10 years CK expects growth in medical, but the rest much as is; perhaps more 'back of house' operations.

Congestion Issues

- CK thinks that congestion is definitely an issue for prospective tenants;
- It is especially bad on Lane Cove Road/Ryde Road;
- Parking is quite an important factor, and CK believes some tenants would possibly trade off rents vs parking vs congestion.

Future doubling of workforce?

- CK thinks the NW rail link will be important, as will the improved bus transport interchange
- He also mentioned a possible grade separation roadway to remove North-South through traffic from Lane Cove Road within Macquarie Park. (AF suggested that the most likely solution in this regard would be a tunnel from around Coxs Road to around Fontenoy Road, because all major East-West roads would need to be bypassed.)

Doubling of Congestion Levels?

- CK thinks congestion can't double – it must be addressed. He suggested there need to be more short, local trips.

ITEM 9 (continued)**ATTACHMENT 1****Adequacy of Existing Public Transport?**

- CK thinks the current public transport is "reasonable";
- Important to improve the bus interchange;
- CK not sure about Bus Priority measures;
- (after prompting) CK thought that the Parramatta to MP Light Rail could be helpful.

Current Parking Rates

- CK thinks the current (latest) parking rates are probably appropriate; more parking provision would be problematic;
- He thinks that the parking may be too generous, given the projected growth;
- CK mentioned the 1/80 sqm rate for the University's Concept Plan;
- CK noted that the university currently has around 5500 spaces.

Dependency of Businesses on Parking for Staff and Visitors

- CK thinks that parking is real issue for businesses moving into MP;
- Visitor parking spots are very important.

Could More Restrictive Parking Rates be Applied over Time?

- CK thinks there could be more restrictive rates over time; makes sense for changing mode share in favour of public transport;
- CK said that MU has been trying to encourage more public transport use through education and information availability;
- He again mentioned the improved bus interchange as an important factor in the introduction of more restrictive parking rates.

APPENDIX B

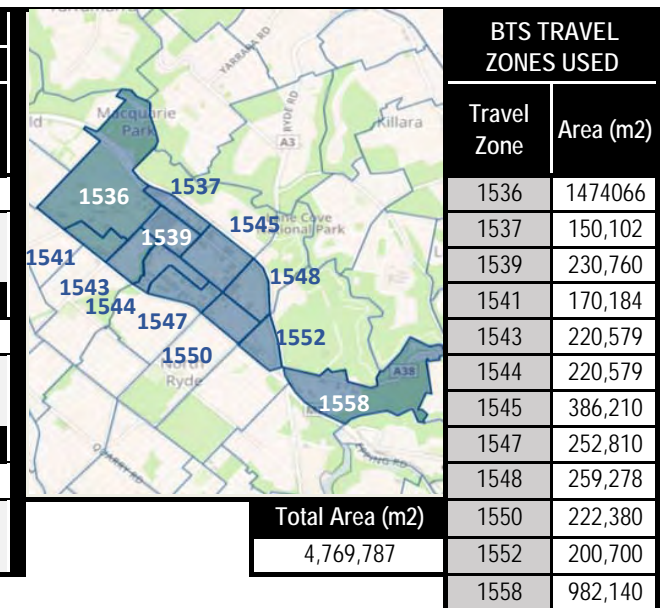
JOURNEY TO WORK DATA FOR COMPARABLE CENTRES



ITEM 9 (continued)

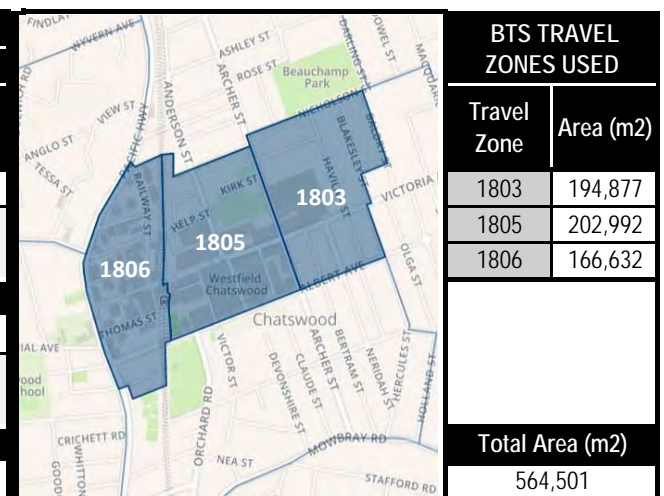
ATTACHMENT 1

MACQUARIE PARK											
IN											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	30917	1861	6303	2652	0	699	890	489			43799
Mode %	71%	4%	14%	6%	0%	2%	2%	1%			
Vehicle Occupancy											
OUT											
Trips	358	27	280	96	0	13	265	6			1048
Mode %	34%	3%	27%	9%	0%	1%	25%	1%			
Vehicle Occupancy											
TOTAL											
Trips	31275	1888	6583	2748	0	712	1155	495			44847
Mode %	70%	4%	15%	6%	0%	2%	3%	1%			
Vehicle Occupancy											



OTHER CENTRES

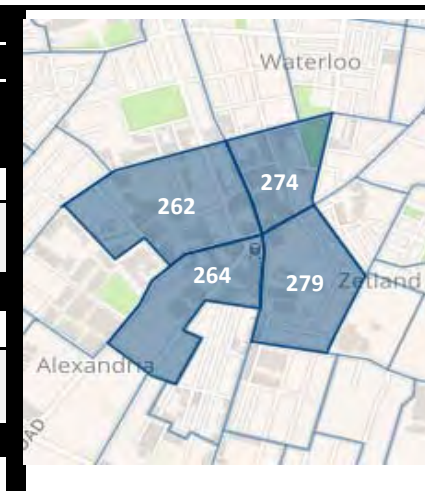
CHATSWOOD											
IN											
MODE	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	7069	668	5435	958	9	177	1278	213	1865	17672	15807
Mode %	45%	4%	34%	6%	0%	1%	8%	1%			
Vehicle Occupancy	1.09										
OUT											
Trips	650	67	1042	107	3	19	488	24	220	2620	2400
Mode %	27%	3%	43%	4%	0%	1%	20%	1%			
Vehicle Occupancy	1.10										
TOTAL											
Trips	7719	735	6477	1065	12	196	1766	237	2085	20292	18207
Mode %	42%	4%	36%	6%	0%	1%	10%	1%			
Vehicle Occupancy	1.10										



ITEM 9 (continued)

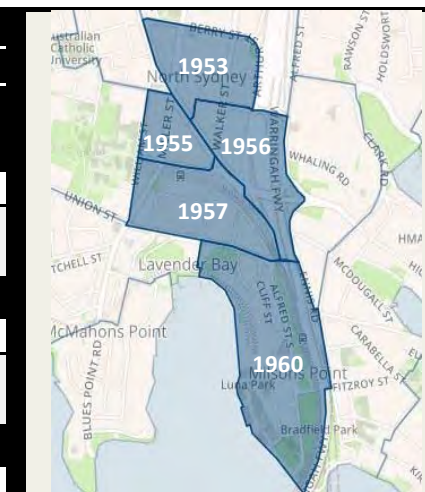
ATTACHMENT 1

GREEN SQUARE											
IN											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	4063	267	1177	226	3	156	202	116	477	6687	6210
Mode	65%	4%	19%	4%	0%	3%	3%	2%			
Vehicle Occupancy	1.07										
OUT											
Trips	501	39	362	219	0	58	118	6	127	1430	1303
Mode	38%	3%	28%	17%	0%	4%	9%	0%			
Vehicle Occupancy	1.08										
TOTAL											
Trips	4564	306	1539	445	3	214	320	122	604	8117	7513
Mode	61%	4%	20%	6%	0%	3%	4%	2%			
Vehicle Occupancy	1.07										



BTS TRAVEL ZONES USED	
Travel Zone	Area (m2)
262	151,510
264	223,836
274	151,510
279	228,939
Total Area (m2)	
755,796	

NORTH SYDNEY											
IN											
MODE	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	7321	838	14310	3215	174	685	1715	333	2274	30865	28591
Mode %	26%	3%	50%	11%	1%	2%	6%	1%			
Vehicle Occupancy	1.11										
OUT											
Trips	423	24	619	84	17	35	324	13	166	1705	1539
Mode %	27%	2%	40%	5%	1%	2%	21%	1%			
Vehicle Occupancy	1.06										
TOTAL											
Trips	7744	862	14929	3299	191	720	2039	346	2440	32570	30130
Mode %	26%	3%	50%	11%	1%	2%	7%	1%			
Vehicle Occupancy	1.11										

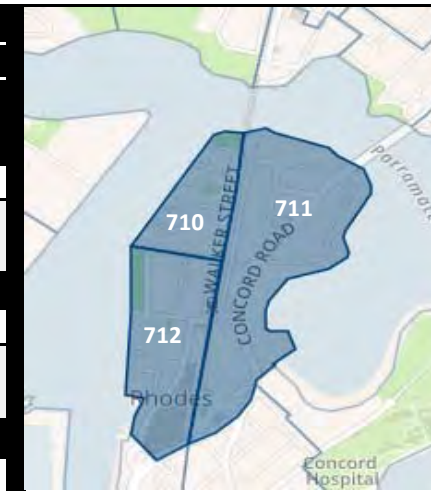


BTS TRAVEL ZONES USED	
Travel Zone	Area (m2)
1953	85,798
1955	43,339
1956	92,631
1957	105,843
1960	204,904
Total Area (m2)	
532,516	

ITEM 9 (continued)

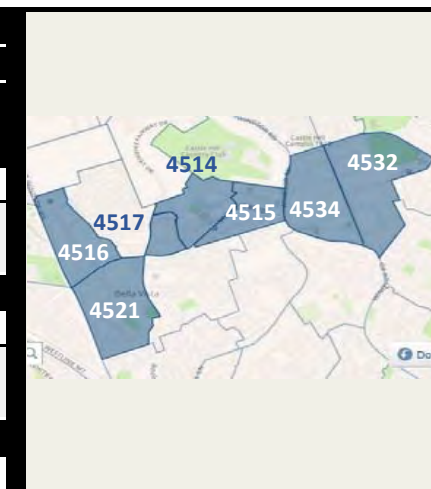
ATTACHMENT 1

RHODES											
INCOMING											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other	Walked only	Not Stated	At Home or Did not Work	Total	Total Worked
Trips	6148	377	2098	99	6	121	222	108	913	10092	9179
Mode %	67%	4%	23%	1%	0%	1%	2%	1%			
Vehicle Occupancy	1.06										
OUTGOING											
Trips	1182	101	1059	34	6	26	143	33	233	2817	2584
Mode %	46%	4%	41%	1%	0%	1%	6%	1%			
Vehicle Occupancy	1.09										
TOTAL											
Trips	7330	478	3157	133	12	147	365	141	1146	12909	11763
Mode %	62%	4%	27%	1%	0%	1%	3%	1%			
Vehicle Occupancy	1.07										



BTS TRAVEL ZONES USED	
Travel Zone	Area (m2)
710	163,360
711	539,835
712	301,009
Total Area (m2)	
1,004,204	

NORWEST											
IN											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	20402	1153	348	591	3	155	146	319	1819	24936	23117
Mode %	88%	5%	2%	3%	0%	1%	1%	1%			
Vehicle Occupancy	1.06										
OUT											
Trips	405	39	31	30	0	4	8	13	74	603	529
Mode %	76%	7%	6%	6%	0%	1%	2%	2%			
Vehicle Occupancy	1.10										
TOTAL											
Trips	20807	1192	378	621	3	158	155	332	1893	25539	23646
Mode %	88%	5%	2%	3%	0%	1%	1%	1%			
Vehicle Occupancy	1.06										

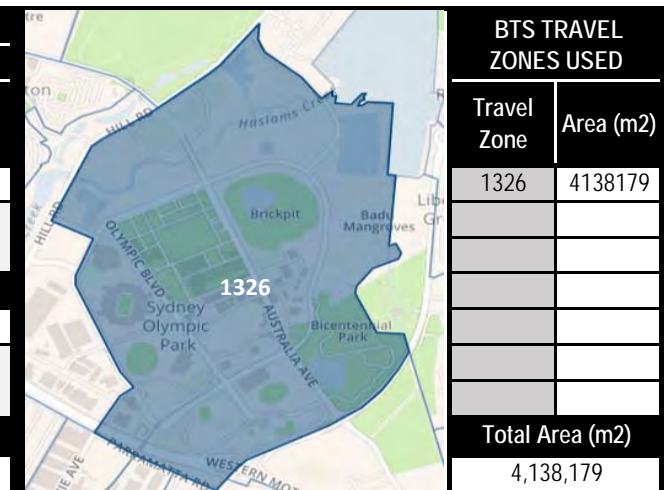


BTS TRAVEL ZONES USED	
Travel Zone	Area (m2)
4514	442,135
4515	387,027
4516	547,620
4517	547,620
4521	790,778
4532	975,645
4534	698,413
Total Area (m2)	
4,389,238	

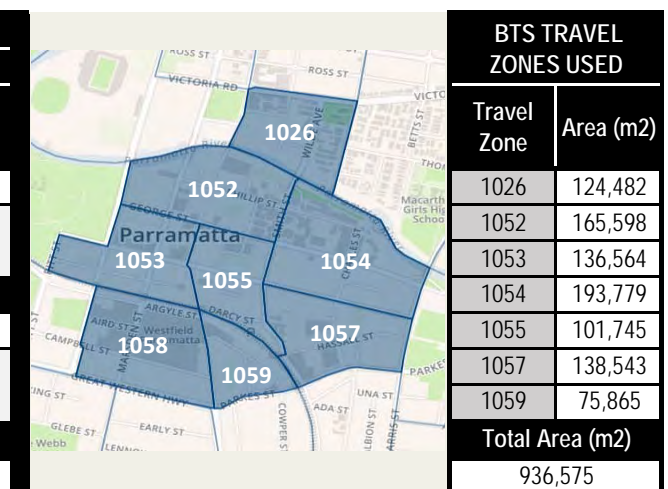
ITEM 9 (continued)

ATTACHMENT 1

OLYMPIC PARK											
IN											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	5569	321	1686	307	3	114	68	111	740	8919	8179
Mode %	68%	4%	21%	4%	0%	1%	1%	1%			
Vehicle Occupancy	1.06										
OUT											
Trips	3	0	0	0	0	0	0	0	6	9	3
Mode %											
Vehicle Occupancy	1.00										
TOTAL											
Trips	5569	321	1686	307	3	114	68	111	740	8919	8179
Mode %	68%	4%	21%	4%	0%	1%	1%	1%			
Vehicle Occupancy	1.06										



PARRAMATTA											
IN											
Mode	Vehicle driver	Vehicle passenger	Train	Bus	Ferry / Tram	Other mode	Walked only	Mode not stated	At Home or Did not Work	Total	Total Worked
Trips	16335	1935	10308	3326	25	323	1461	528	3713	37954	34241
Mode %	48%	6%	30%	10%	0%	1%	4%	2%			
Vehicle Occupancy	1.12										
OUT											
Trips	804	75	1109	216	10	36	358	24	188	2820	2632
Mode %	31%	3%	42%	8%	0%	1%	14%	1%			
Vehicle Occupancy	1.09										
TOTAL											
Trips	17139	2010	11417	3542	35	359	1819	552	3901	40774	36873
Mode %	46%	5%	31%	10%	0%	1%	5%	1%			
Vehicle Occupancy	1.12										



10 INVESTMENT REPORT - August 2015

Report prepared by: Chief Financial Officer
File No.: GRP/09/3/2/7 - BP15/1314

REPORT SUMMARY

This report details Council's performance of its investment portfolio for August 2015 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 3.28%, which is 1.13% above benchmark. Income from interest on investments and proceeds from sale of investments totals \$779K, \$220K above revised budget projections. An adjustment will be made in the September Quarterly Budget Review, that recognises the increased revenue relates mainly to Council receiving more funds for Section 94 contributions.

RECOMMENDATION:

That Council endorse the report of the Chief Financial Officer dated 2 September 2015 on Investment Report – August 2015.

ATTACHMENTS

- 1 Investment Report Attachment August 2015

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 10 (continued)

Discussion

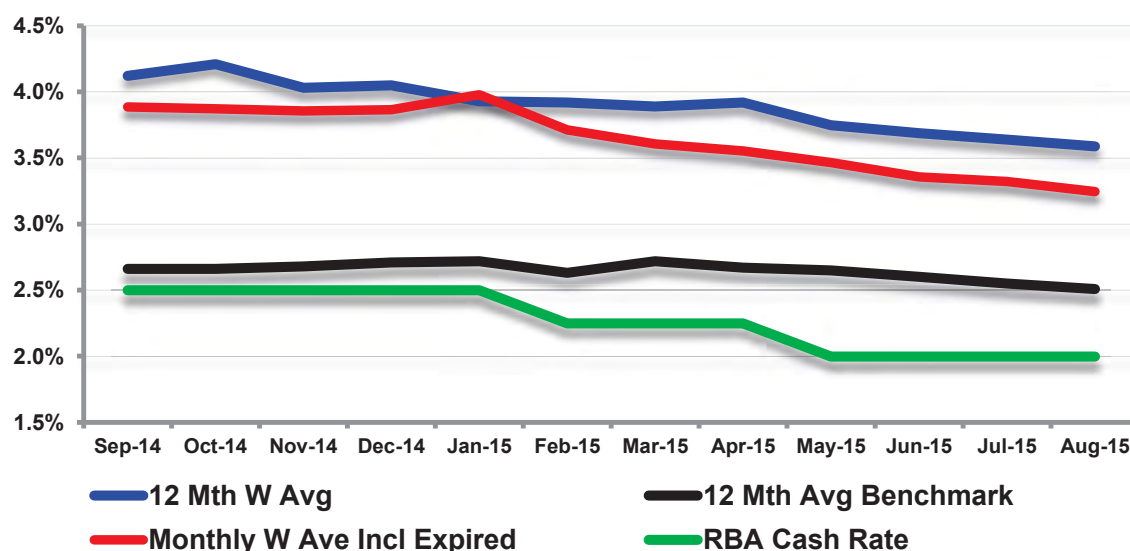
Council's Responsible Accounting Officer, is required to report monthly on Council's Investment Portfolio and certify that the Investments are held in accordance with Council's Investment Policy and Section 625 of the Local Government Act.

Investment Performance Commentary

Council's performance against the benchmark for returns of its investment portfolio for August 2015 and the past 12 months are as follows:

	August	12 Mth	FYTD
Council Return	3.25	3.59	3.28
Benchmark	2.15	2.51	2.15
Variance	1.10	1.08	1.13

Performance - All Investments



Council's investment portfolio as at the end of August was as follows:

Cash/Term Deposits	\$112.5M	76.4%
Floating Rate Notes	\$32.7M	22.2%
Fixed Bonds	\$2.0M	\$1.4%
Total Cash Investments	\$147.2M	
Investment Properties	\$92.3M	
Total Investments	\$239.5M	

ITEM 10 (continued)

Council's investment properties are shown in **ATTACHMENT 1** and this table was updated as at 30 June 2014, and will be updated again once the financial statements for 30 June 2015 have been finalised. The valuations listed have been undertaken in accordance with the revaluation process to 'fair value' by an independent valuer, in compliance with the Australian Accounting Standards. It should be noted that there are two properties, being air rights and the property at Church Street /Devlin Street, which have now been revalued, however these values have not been updated in this report as this is pending the approval of Council's External Auditor.

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 180 days maturity) where more competitive rates are available.

Whilst Council has moved some of its investment portfolio out to longer terms, to lock in future returns, it should be noted that there is approximately \$53.2 million of Council's funds held in internal reserves. Should Council consider utilising its internal reserves, 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 projects or maintenance.

Council's income from investments is above the revised projections, due mainly to Council receiving more funds from Section 94 contributions, with investment income for General Revenue remaining steady.

Financial Security Reserve (FSR)

The Financial Security Reserve has a balance of \$3.44 million as at 31 August with no movements this year. A detailed transaction history is included in **ATTACHMENT 1**.

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

The finalisation of all of the Court action is taking longer than anticipated and the receipt of any proceeds from those actions will be transferred to this reserve. Other action that has commenced is noted in the Legal Issues section.

Once all funds are received from all action, it would be prudent to return the funds to the Investment Property Reserve, from which the funds were originally taken to create this reserve.

ITEM 10 (continued)

Economic Commentary

Global economic readings were mixed in August, with the world's two largest economies showing divergent signs of growth. In China, manufacturing appears to be slowing down, which caused instability in the share markets, whilst US economic readings showed annualised GDP growth of 3.7%, with business and consumer readings generally showing improvement.

In Australia, economic readings showed slowing growth, exacerbating market volatility. Weak commodity prices are a drag on national income. The strongest part of the Australian economy is still housing. Goldman Sachs predicts a further fall in the price of iron ore of 30% over the next 18 months, as supply expands and demand drops. Chinese steel demand dropped 5.2% in July, the worst on record, and coking coal is now cheaper to buy than water.

In Europe, economic readings were mixed, with European GDP growing at a weaker than expected 1.2% year on year in August. The larger economies were all fairly flat. A bail out package for Greece was negotiated, which saw the exit of the sitting Greek government.

Legal Issues

The following update is provided in respect of Council's legal action in these matters, which are still to be resolved.

The team from Piper Alderman, led by Amanda Banton, moved to Squire Patton and Boggs, another firm of solicitors. The funders of Council's legal action consented to their representation moving with Amanda Banton and her team, with Council supportive of this change as resolved at its meeting on 10 February 2015.

Over the last 12 months additional legal action was commenced against rating agencies, as part of the original class action against the issuing bodies. The rating agencies are:

- McGraw Hill Companies Inc.; and
- Standard & Poor's International, LLC.

Lehman / Grange IMP

On Friday 21 September 2012, Justice Rares handed down the judgment in this matter, which was in favour of the Councils involved in this legal action.

On 25 September 2013 the Federal Court approved the calling of a meeting of Scheme Creditors of Lehman Australia to consider the proposed Insurance Only Scheme. The applicants and group members in the Lehman Australia class action are Scheme Creditors.

ITEM 10 (continued)

The Scheme is subject to Court approval. The application was listed for hearing on 31 October 2013. The Scheme was approved by the Court on 9 December 2013; all Scheme Creditors are now bound by the Scheme irrespective of whether they have voted for it or even if they voted against it. Council has received a counter offer from Lehman Brothers Australia Limited (in Liquidation), which was \$27k less than the amount claimed. This offer has been accepted by the Acting General Manager under delegated authority. The finalisation of the matter is pending, and it was anticipated to be between March and April 2015, with the most recent update being that an interim dividend of between 20 and 40c in the dollar is to be paid. This payment is expected in the coming weeks.

While the above 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 previously reported, Council has received \$752k for these investments representing full payment of the principal and interest.

Lehman / Grange IMP (Standard and Poors, and McGraw-Hill)

The funding body continued the class action, and is part of the original funding agreement, but required taking out a separate action against McGraw Hill Companies Inc.; and Standard & Poor's International, LLC.

These actions commenced in August 2014, and we have not heard much more, as this is waiting on the finalisation of the case against Lehman / Grange IMP. The matter was filed to ensure that it was filed within the statute of limitations.

LGFS – Rembrandt

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

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 Bentham for their funding of the legal action (including legal costs), resulting in a net benefit to Council of approximately \$382K, which was paid to Council on 4 April 2013.

A teleconference was held on 4 November 2013 with the other Councils involved to discuss GST issues, should a settlement be reached.

The appeal has been heard in relation to this matter, and judgement handed down on Friday 6 June 2014, where the appeal was dismissed, and all the findings of the primary judge, Justice Jagot, were upheld.

ITEM 10 (continued)

Accordingly the Full Court held that each of LGFS, ABN Amro and S&P are individually liable for 100% of Council's losses. The primary orders held them liable for 1/3 each. Council has already received payment from each of the respondents, as indicated above.

CBA – Oasis and Palladin

Council has endorsed City of Ryde 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. A mediation session occurred with CBA on 8 October 2013. The mediation was adjourned to allow certain steps to take place and the parties are continuing to engage in "without prejudice" discussions, and the outcome will not be known until mid-2015. These confidential discussions have been continuing and are close to being finalised and Councillors will be advised of the outcome when known. Any settlement out of these discussions will require Court approval, with the last step to be rescheduled due to delays with the settlement documentation.

Whilst Council had written off the Oasis investment, the investment had one further default until it completely defaulted. As previously reported, Council 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.

Justice Foster has approved a proposed settlement with CBA, in relation to costs, with reasons to be published in October 2015.

Payment will now be due from CBA approximately 4 weeks from today, subject to the parties taking all the steps required under the Settlement Distribution Scheme. Our solicitors will confirm the amount each claimant is likely to receive and the estimated time frame for payment, shortly.

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 \$2 million. This investment defaulted in October 2008, and was written down to zero.

CBA – Oasis and Palladin (Standard and Poors, and McGraw-Hill)

This is a continuation of the class action against CBA for the Oasis and Palladin products, and is part of that original funding agreement, but requires the taking out of a separate action against McGraw Hill Companies Inc.; and Standard & Poor's International, LLC.

Council endorsed in August 2015 to continue as a member of this further action class, under the original funding agreement. This is being filed to ensure that it is within the statute of limitations.

ITEM 10 (continued)

Loan Liability

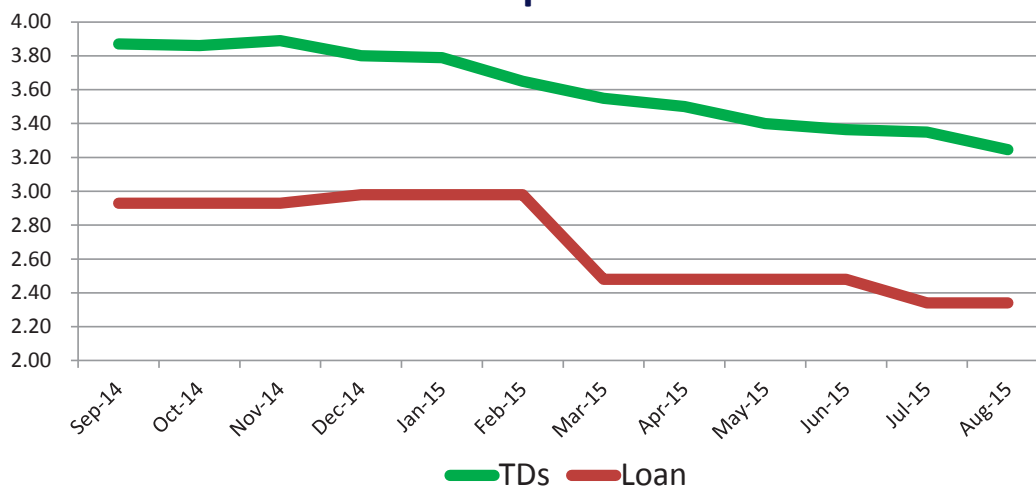
Council's loan liability as at 31 August was \$5.78 million which represents the balance of:

1. \$6.8M 15 year loan drawn down in 2004 at 90 Day BBSW + 20 basis points for the Civic Centre Redevelopment and refinancing the West Ryde Tunnel. The interest rate for this loan is reset every quarter;
2. \$1.5M 10 year loan drawn down 31 January 2014 at 180 day BBSW +175 basis points for the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 2. The interest rate for this loan is reset every six months;
3. \$1.2M 7 year loan drawn down 31 January 2014 at 5.24% for construction of the Surf Attraction at the RALC; and
4. \$1.5M 10 year loan drawn down 1 September 2014 at 4.95% for Phase 2 of the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 3.

There is no advantage to Council in changing the arrangements or repaying the loan as detailed at point 1 above earlier than planned. Council is receiving a better rate of return on its investments than it is paying in interest on this 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 loan 1 above (bottom line).

A draft Loan Borrowing Policy has been reported to Council as part of the Strengthening Ryde – General Managers Objectives – Item XXX

Term Deposits/Loan Interest Rate Comparison



NB: This graph only compares the 2004 NAB loan.

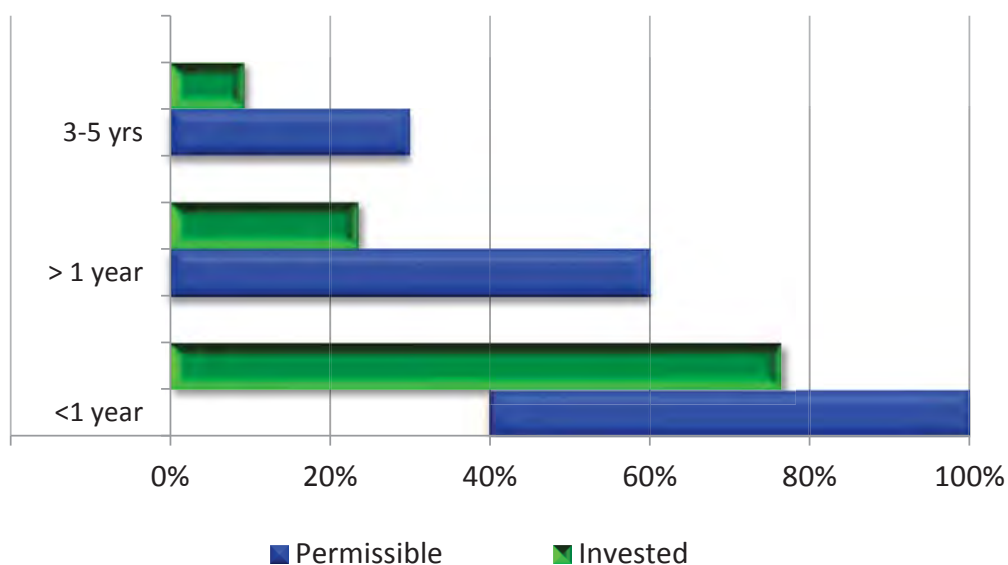
ITEM 10 (continued)

Policy Limits

The following graph shows the limits, as a percentage of total cash investments, of the amounts by period, as allowed under Council's policy, and comparing them to the amounts actually invested, as a percentage of total cash investments.

It shows that the funds invested are within the limits set in the policy.

Policy Limits on Maturities



ITEM 10 (continued)

INVESTMENT SUMMARY AS AT 31 AUGUST 2015

Issuer	Investment Name	Investment Rating	Invested at 31-Aug-15 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2015	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Westpac	1. Westpac At Call	AA-	6,469	1.36	1.89	1.36	4.40	6,469	100.00%
Bank of Queensland	2. Bank of Queensland TD	A-	2,000	3.04	3.46	3.04	1.36	2,000	100.00%
CBA	3. Bankwest Term Deposit	AA-	1,000	3.04	3.40	3.04	0.68	1,000	100.00%
NAB	4. NAB Term Deposit	AA-	1,000	3.55	3.57	3.55	0.68	1,000	100.00%
Westpac	5. Westpac Term Deposit	AA-	1,000	2.81	3.83	2.80	0.68	1,000	100.00%
Westpac	6. Westpac Term Deposit	AA-	500	4.95	4.95	4.95	0.34	500	100.00%
NAB	7. NAB Term Deposit	AA-	1,000	4.08	4.08	4.08	0.68	1,000	100.00%
AMP	8. AMP TD	A	1,000	2.90	3.38	2.90	0.68	1,000	100.00%
MyState CU	9. MyState CU TD	BBB	1,000	3.02	3.21	3.02	0.68	1,000	100.00%
NAB	10. NAB Term Deposit	AA-	2,000	4.10	4.10	4.10	1.36	2,000	100.00%
CBA	11. Bankwest Term Deposit	AA-	2,000	2.90	3.22	2.90	1.36	2,000	100.00%
CBA	12. Bankwest TD	AA-	2,000	2.92	3.33	2.92	1.36	2,000	100.00%
CBA	13. Bankwest TD	AA-	2,000	2.83	3.47	2.83	1.36	2,000	100.00%
CBA	14. Bankwest Term Deposit	AA-	1,500	3.03	3.32	3.03	1.02	1,500	100.00%
NAB	15. NAB Term Deposit	AA-	2,000	4.05	4.05	4.05	1.36	2,000	100.00%
Defence Bank	16. Defence Bank TD	BBB+	1,000	3.00	3.11	3.00	0.68	1,000	100.00%
Qld Police CU	17. Qld Police CU TD	Unrated	1,000	2.98	2.98	2.98	0.68	1,000	100.00%
Beyond Bank	18. Beyond Bank TD	BBB+	500	2.85	3.23	2.85	0.34	500	100.00%
Bendigo and Adelaide Bank	19. Bendigo Bank TD	A-	1,000	3.04	3.18	3.04	0.68	1,000	100.00%
Peoples Choice CU	20. Peoples Choice CU	BBB+	1,000	2.97	3.14	2.97	0.68	1,000	100.00%
Bendigo and Adelaide Bank	21. Rural Bank	A-	1,000	6.48	6.48	6.48	0.68	1,000	100.00%
Banana Coast CU	22. Bananacoast CU TD	Unrated	500	3.55	3.64	3.55	0.34	500	100.00%
CBA	23. CBA TD	AA-	2,000	3.15	4.04	3.15	1.36	2,000	100.00%
Me Bank	24. ME Bank TD	BBB+	1,000	2.82	3.47	2.85	0.68	1,000	100.00%
CBA	25. Bankwest Term Deposit	AA-	2,000	3.03	4.44	3.03	1.36	2,000	100.00%
IMB	26. IMB TD	BBB	1,000	2.78	3.32	2.78	0.68	1,000	100.00%
Summerland CU	27. Summerland CU TD	Unrated	250	5.05	5.05	5.05	0.17	250	100.00%
AMP	28. AMP Business Saver	A	983	2.59	2.93	2.57	0.67	983	100.00%
CBA	29. CBA Term Deposit	AA-	1,000	4.55	4.55	4.55	0.68	1,000	100.00%
Newcastle Perm Bldg Soc	30. Newcastle Perm Bldg Soc	BBB+	1,000	2.80	3.02	2.80	0.68	1,000	100.00%
Greater Bldg Soc	31. Greater Bldg Soc TD	BBB	1,000	2.83	3.54	3.22	0.68	1,000	100.00%
Police CU (SA)	32. Police CU - SA	Unrated	1,000	3.11	3.11	3.11	0.68	1,000	100.00%
AMP	33. AMP TD	A	1,000	3.05	4.75	3.05	0.68	1,000	100.00%
CBA	34. CBA TD	AA-	1,000	4.15	4.15	4.15	0.68	1,000	100.00%
CBA	35. CBA TD	AA-	2,000	3.12	3.30	3.12	1.36	2,000	100.00%
Rabobank	36. Rabodirect At-call	AA	5	2.32	2.70	2.32	0.00	5	100.00%
Me Bank	37. ME Bank At Call Account	BBB	3,222	2.42	2.82	2.47	2.19	3,222	100.00%
CBA	38. CBA FRN	AA-	1,000	3.36	3.71	3.39	0.68	1,008	100.79%
Westpac	39. Westpac FRN	AA-	999	3.42	3.74	3.42	0.68	1,006	100.62%
CBA	40. CBA FRN	AA-	999	3.42	3.76	3.44	0.68	1,008	100.76%
NAB	41. NAB FRN	AA-	998	3.63	3.98	3.63	0.68	1,008	100.76%
NAB	42. NAB FRN	AA-	998	3.60	3.96	3.60	0.68	1,008	100.76%
CBA	43. CBA FRN	AA-	998	3.58	3.93	3.60	0.68	1,008	100.76%
ANZ	44. ANZ FRN	AA-	998	3.62	3.94	3.62	0.68	1,006	100.62%
NAB	45. NAB Fixed MTN	AA-	998	6.40	6.26	6.35	0.68	1,049	104.85%
Westpac	46. Westpac Fixed MTN	AA-	999	6.51	6.20	6.36	0.68	1,049	104.87%
Macquarie Bank	47. Macquarie Bank TD	A	500	6.50	6.50	6.50	0.34	500	100.00%
CBA	48. CBA Retail Bond	AA-	968	3.85	4.25	3.90	0.66	971	100.08%
Bendigo and Adelaide Bank	49. Delphi Bank TD	Unrated	250	6.05	6.05	6.05	0.17	250	100.00%
Bendigo and Adelaide Bank	50. Rural Bank TD	A-	1,000	2.87	3.18	2.87	0.68	1,000	100.00%
Me Bank	51. ME Bank TD	BBB+	1,000	2.83	3.46	2.83	0.68	1,000	100.00%
CBA	52. CBA Retail Bonds	AA-	499	4.05	4.45	4.10	0.34	500	100.08%
CBA	53. CBA Retail Bonds	AA-	499	4.08	4.48	4.13	0.34	500	100.08%
Bank of Queensland	54. Bank of Queensland TD	A-	1,000	5.15	5.15	5.15	0.68	1,000	100.00%
Bank of Queensland	55. Bank of Queensland TD	A-	2,000	4.10	4.10	4.10	1.36	2,000	100.00%
BoQ Specialist	56. BoQ Specialist	BBB+	250	6.15	6.15	6.15	0.17	250	100.00%
IMB	57. IMB TD	BBB	1,000	2.78	3.44	3.14	0.68	1,000	100.00%
CBA	58. CBA Retail Bond	AA-	499	4.00	4.40	4.05	0.34	500	100.08%
CBA	59. CBA Retail Bond	AA-	499	3.98	4.39	4.04	0.34	500	100.08%
Bendigo and Adelaide Bank	60. Rural Bank TD	A-	1,000	2.82	3.33	3.08	0.68	1,000	100.00%
ING	61. ING Floating Rate TD	A-	1,000	4.53	4.86	4.53	0.68	1,000	100.00%
Bank of Queensland	62. Bank of Queensland TD	A-	1,000	2.97	3.49	2.97	0.68	1,000	100.00%
NAB	63. NAB TD	AA-	2,000	3.55	3.73	3.55	1.36	2,000	100.00%
Me Bank	64. ME Bank TD	BBB+	1,000	2.98	3.33	2.98	0.68	1,000	100.00%

ITEM 10 (continued)

Issuer	Investment Name	Investment Rating	Invested at 31-Aug-15 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2015	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Bank of Queensland	65. Bank of Queensland FRN	A-	2,000	3.80	4.13	3.80	1.36	2,007	100.33%
Bendigo and Adelaide Bank	66. Bendigo Bank TD	A-	1,000	2.85	3.39	2.80	0.68	1,000	100.00%
Bendigo and Adelaide Bank	67. Bendigo & Adelaide Bank FRN	A-	1,000	3.39	3.70	3.39	0.68	1,008	100.78%
CBA	68. CBA TD	AA-	1,000	3.19	3.19	3.19	0.68	1,000	100.00%
CBA	69. CBA TD	AA-	1,000	3.75	3.72	3.75	0.68	1,000	100.00%
NAB	70. NAB TD	AA-	1,000	3.55	3.59	3.55	0.68	1,000	100.00%
NAB	71. NAB Term Deposit	AA-	1,000	2.86	4.04	3.51	0.68	1,000	100.00%
NAB	72. NAB Term Deposit	AA-	1,000	2.87	4.15	3.57	0.68	1,000	100.00%
AMP	73. AMP Term Deposit	A+	2,000	3.30	3.37	3.30	1.36	2,000	100.00%
Bank of Queensland	74. Bank of Queensland TD	A-	2,000	3.15	3.40	3.15	1.36	2,000	100.00%
NAB	75. NAB TD	AA-	2,000	3.55	3.57	3.55	1.36	2,000	100.00%
Bendigo and Adelaide Bank	76. Bendigo and Adelaide Bank FRN	A-	2,000	3.46	3.78	3.46	1.36	2,028	101.40%
Bendigo and Adelaide Bank	77. Rural Bank TD	A-	2,000	2.97	3.26	2.97	1.36	2,000	100.00%
Auswide Bank	78. Auswide Bank TD	BBB	1,000	3.04	3.24	3.04	0.68	1,000	100.00%
Newcastle Perm Bldg Soc	79. Newcastle Perm Bldg Soc	BBB+	1,000	3.03	3.22	3.03	0.68	1,000	100.00%
Westpac	80. WBC Floating TD	AA-	1,000	3.13	3.45	3.13	0.68	1,000	100.00%
CUA	81. CUA FRN	BBB+	1,000	3.49	3.85	3.49	0.68	1,002	100.23%
Peoples Choice CU	82. Peoples Choice CU TD	BBB+	1,000	2.82	2.96	2.82	0.68	1,000	100.00%
CUA	83. CUA TD	BBB+	1,000	3.05	3.43	3.05	0.68	1,000	100.00%
NAB	84. NAB Flexi TD 2	AA-	1,000	3.18	3.50	3.18	0.68	1,000	100.00%
Bank of Queensland	85. Bankwest TD	AA-	2,000	2.93	3.23	2.93	1.36	2,000	100.00%
Bank of Queensland	86. Bank of Queensland FRN	A-	1,000	3.21	3.54	3.21	0.68	1,004	100.37%
AMP	87. AMP Notice Account	A+	1,037	2.73	3.08	2.73	0.70	1,037	100.00%
NAB	88. NAB TD	AA-	2,000	2.87	3.57	3.25	1.36	2,000	100.00%
Police Bank	89. Police Bank FRN	BBB+	1,000	3.27	3.59	3.27	0.68	1,002	100.19%
Bendigo and Adelaide Bank	90. Bendigo Bank TD	A-	2,000	2.98	3.32	2.98	1.36	2,000	100.00%
CUA	91. CUA TD	BBB+	1,000	3.10	3.34	3.10	0.68	1,000	100.00%
Newcastle Perm Bldg Soc	92. Newcastle Perm Bldg Soc	BBB+	1,000	2.70	3.20	2.70	0.68	1,000	100.00%
ANZ	93. ANZ FRN	AA-	2,000	3.02	3.30	3.02	1.36	2,005	100.27%
Me Bank	94. ME Bank FRN	BBB+	2,000	3.18	3.45	3.18	1.36	2,003	100.15%
NAB	95. NAB TD	AA-	2,000	3.55	3.55	3.55	1.36	2,000	100.00%
CBA	96. Bankwest TD	AA-	2,000	2.85	3.16	2.85	1.36	2,000	100.00%
Bendigo and Adelaide Bank	97. Rural Bank TD	A-	2,000	2.82	3.19	2.93	1.36	2,000	100.00%
QT Mutual Bank	98. Queensland Teachers Mutual Bank FRN	BBB+	1,000	3.25	3.52	3.25	0.68	1,001	100.11%
Teachers Mutual Bank	99. Teachers Mutual Bank	BBB+	1,000	3.23	3.50	3.23	0.68	1,001	100.11%
Auswide Bank	100. Auswide Bank TD	BBB	750	3.01	3.18	3.01	0.51	750	100.00%
MyState CU	101. MyState CU TD	BBB	750	3.60	3.60	3.60	0.51	750	100.00%
CBA	102. Bankwest TD	AA-	2,000	3.03	3.19	3.03	1.36	2,000	100.00%
CBA	103. Bankwest TD	AA-	2,000	2.92	3.05	2.92	1.36	2,000	100.00%
NAB	104. NAB Flexi TD	AA-	1,000	3.21	3.44	3.21	0.68	1,000	100.00%
Westpac	105. Westpac FRN	AA-	2,000	3.07	3.34	3.11	1.36	2,012	100.62%
Bendigo and Adelaide Bank	106. Rural Bank Ltd	A-	1,000	3.07	3.07	3.07	0.68	1,000	100.00%
Macquarie Bank	107. Macquarie Bank FRN	A	750	3.29	3.36	3.29	0.51	751	100.17%
CBA	108. CBA TD	AA+	2,000	3.15	3.15	3.15	1.36	2,000	100.00%
Newcastle Perm Bldg Soc	109. Newcastle Perm Bldg Soc FRN	BBB+	1,000	3.53	3.54	3.53	0.68	999	99.85%
Heritage Bank	110. Heritage Bank FRN	BBB+	1,000	3.34	3.35	3.35	0.68	999	99.87%
Bendigo and Adelaide Bank	111. Bendigo Bank TD	A-	2,000	2.92	2.92	2.92	1.36	2,000	100.00%
CBA	112. CBA FRN	AA-	2,000	3.07	3.07	3.07	1.36	2,001	100.04%
Westpac	113. Westpac FRN	AA-	1,000	3.06	3.06	3.06	0.68	1,001	100.09%
CBA	114. CBA TD	AA-	2,000	2.84	2.84	2.84	1.36	2,000	100.00%
Bendigo and Adelaide Bank	115. Bendigo Bank FRN	A-	1,000	3.28	3.28	3.28	0.68	997	99.73%
			147,167	3.24	3.57	3.27	100	147,407	

*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

Benchmark Return: AusBond Bank Bill Index (%)

Variance From Benchmark (%)

	Aug	12 Mth	FYTD
Weighted Average Return	3.25	3.59	3.28
Benchmark Return: AusBond Bank Bill Index (%)	2.15	2.51	2.15
Variance From Benchmark (%)	1.10	1.08	1.13

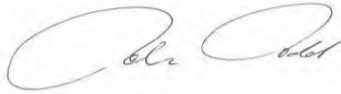
ITEM 10 (continued)

Investment Income

	\$000's
This Period	391
Financial Year To Date	779
Budget Profile	559
Variance from Budget - \$	<u>220</u>

Certificate of the Chief Financial Officer (Responsible Accounting Officer)

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.



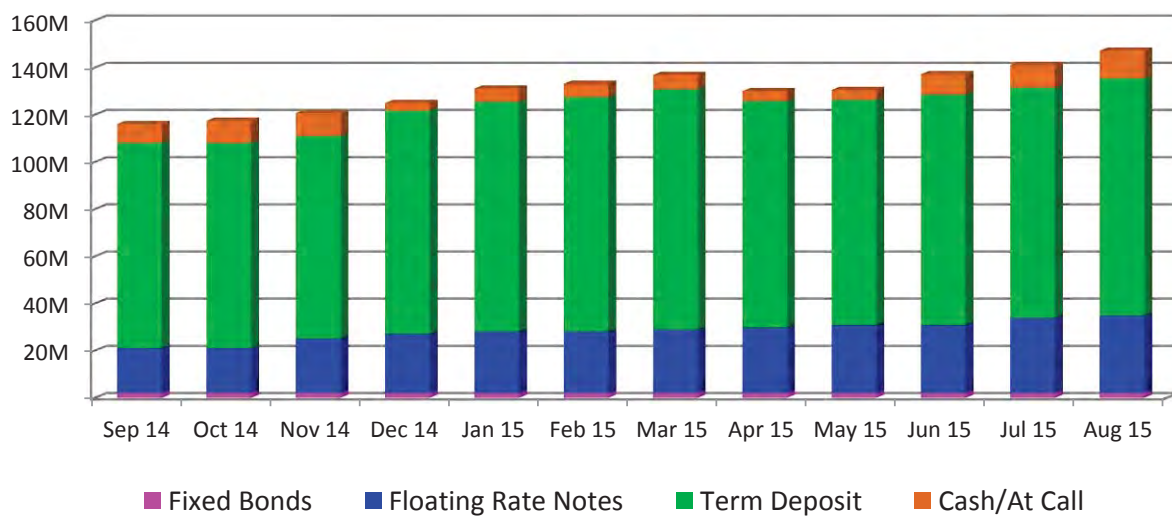
John Todd Date: 02/09/2015

Analysis of investments

The following graphs show analysis of the total cash investments by:

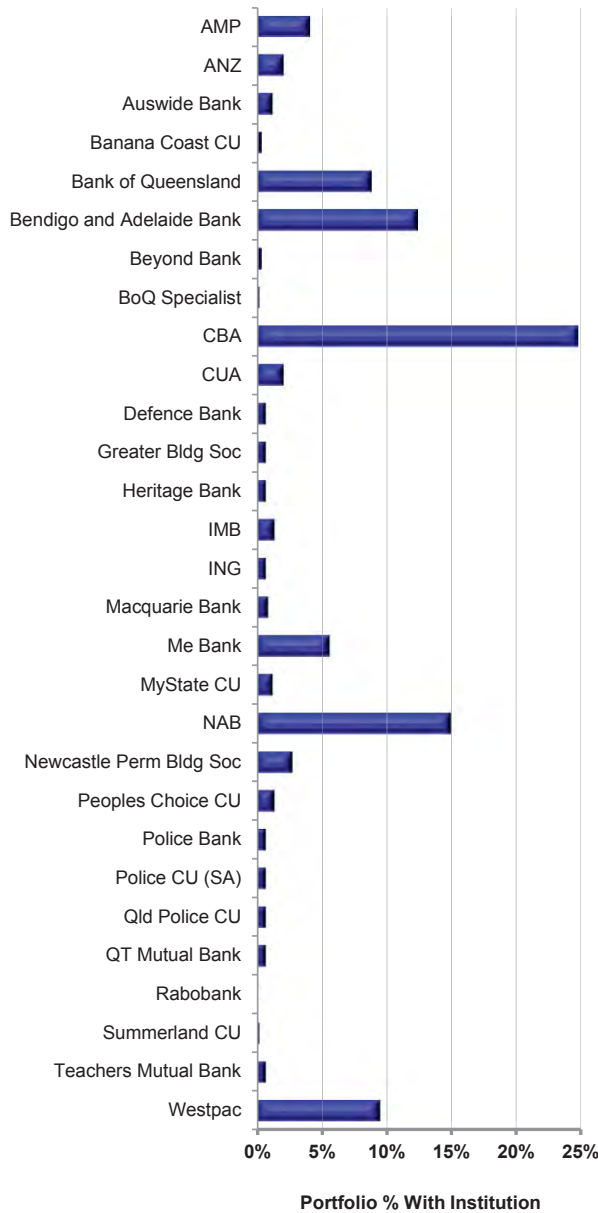
- Type of investment
- Institution
- Duration
- Rating

Total Funds Invested

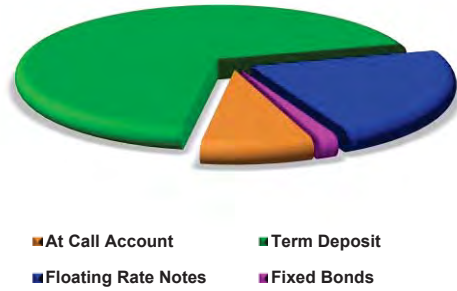


ITEM 10 (continued)

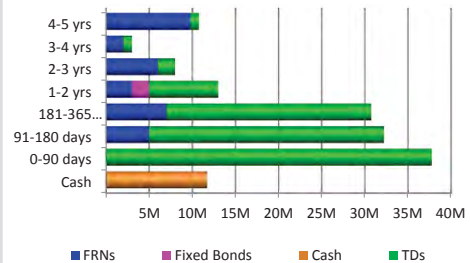
Active Investment by Institution



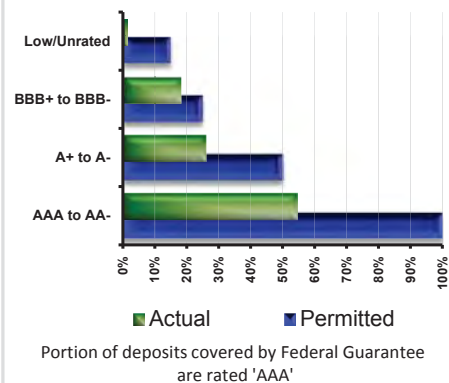
Summary by Investment Type



Summary by Duration



Investment Summary by Rating



	<365 days	>365 days
Cash/TDs	\$100.5M	\$12.0M
FRNs	\$12.0M	\$20.8M
Fixed Bonds	\$0.0M	\$2.0M
	\$112.4M	\$34.7M

ITEM 10 (continued)

Context

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

Financial Implications

Income from interest on investments and proceeds from sales of investments totals \$779K, being \$220K above revised budget projections, with an adjustment made in the September Quarterly Budget Review. The increase in interest is due mainly to Council receiving more funds for Section 94 contributions.

The Financial Security Reserve has a current balance of \$3.44 million.

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ATTACHMENT 1

Council's Property Investment Portfolio

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

	\$'M
2 Dickson Avenue, West Ryde	\$0.82
1A Station Road, West Ryde	\$1.05
8 Chatham Road, West Ryde	\$1.17
202 Rowe Street, Eastwood	\$2.34
226 Victoria Road, Gladesville	\$0.92
7 Anthony Road, West Ryde Car Park site, West Ryde	\$4.46
Herring Road Air Space Rights	Unknown
7 Coulter Street, Coulter St Car Park, Gladesville	\$16.05
6-12 Glen Street, Glen Street Car Park, Eastwood	\$19.40
2 Pittwater Road, John Wilson Car Park, Gladesville	\$6.20
150 Coxs Road, Cox Rd Car Park, North Ryde	\$1.24
33-35 Blaxland Road, Argyle Centre, Ryde	\$6.50
19-21 Church Street and 16 Devlin Street, Ryde	Unknown
1 Constitution Road, Operations Centre, Ryde	\$25.10
741-747 Victoria Road, Ryde	\$4.60
53-71 Rowe Street, Eastwood	\$2.09
6 Reserve Street, West Ryde	\$0.32M
Total	\$92.26M

Benchmark

The Australian UBS Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days.

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.

ITEM 10 (continued)

ATTACHMENT 1

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.

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 10 (continued)

ATTACHMENT 1

Financial Security Reserve Transactional History

Starting Balance	8,000,000.00	10 Oct 2008
Write off Constellation	(1,000,000.00)	10 Oct 2008
Write off Rembrandt	(1,000,000.00)	10 Oct 2008
Write off Palladin	(2,000,000.00)	10 Oct 2008
Write off Alpha	(1,000,000.00)	10 Oct 2008
Write off Covent Garden	(2,000,000.00)	10 Oct 2008
Write off Oasis	(1,000,000.00)	10 Oct 2008
FY2009 and FY2010		
Interest Payments		
Default of Constellation - Residual	21,615.62	10 Oct 2008
Default of Palladin - Residual	-	28 Oct 2008
Default of Rembrandt - Residual	68,393.78	27 Oct 2008
FY2010		
Interest Payments	50,334.01	
FY2011		
Starting balance 1 July 2010	140,343.41	
Sale of Flinders	301,000.00	12 Aug 2010
Quartz Maturity	209,626.75	20 Oct 2010
Sale of Glenelg	160,000.00	29 Dec 2010
Interest on Grange IMP Sept	31,561.37	
Interest on Grange IMP Dec	24,731.75	
Interest on Grange IMP Mar	10,310.63	
Interest on Grange IMP June	16,092.08	
Interest on Oasis	81,758.10	
Interest on Alpha	12,534.80	
Interest on Covent Garden	16,521.58	
Default of Covent Garden	-	29 Mar 2011
Closing balance FY 2011	1,004,480.47	
FY2012		
Interest on Oasis	42,942.41	
Interest on Alpha	4,837.56	
Interest on Grange IMP Sept	9,862.09	
Interest on Grange IMP Dec	129.02	
Maturity of Alpha	1,001,974.90	20 Mar 2012
Interest on Grange IMP March	123.38	
Closing Balance FY 2012	2,064,349.83	
FY2013		
Interest on Oasis FY2013	20,215.91	
Sale of Oasis	219,266.42	23 Jan 2013
Grange Settlement -Beryl	559,966.39	25 Feb 2013
Grange Settlement -Zircon	192,383.73	25 Feb 2013
Rembrandt Settlement	381,695.85	04 Apr 2013
Closing Balance FY 2013	3,437,878.13	

ITEM 10 (continued)

ATTACHMENT 1

Overview of Investments

An overview of all investments held by the City of Ryde as at 31 August 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. Bank of Queensland Term Deposit (A-):** This investment is a 215 day term deposit paying 3.00% (3.04% annualised), and matures 12 January 2015.
- 3. Bankwest Term Deposit (AA-):** This investment is a 183 day term deposit paying 2.70% (2.72% annualised), and matures 22 October 2015.
- 4. NAB Term Deposit (AA-):** This investment is a 1 year term deposit, paying 3.55% p.a. (3.55% annualised), and matures 6 Oct 2015.
- 5. Westpac Term Deposit (AA-):** This investment is a 91 day term deposit, paying 2.78% % (2.81% annualised, and matures 26 November 2015.
- 6. Westpac Term Deposit (AA-):** This investment is a three year term deposit, paying 4.95% pa, and matures 21 September 2015.
- 7. NAB Term Deposit (AA-):** This investment is a 2 year term deposit, paying 4.05% p.a., and matures 4 April 2016.
- 8. AMP Term Deposit (A+):** This investment is a 1 year term deposit, paying 2.90% p.a., and matures 28 July 2016.
- 9. MyState Bank Term Deposit (BBB):** This investment is a 178 day term deposit, paying 3.00% p.a. (3.02% annualised), and matures 17 December 2015.
- 10. NAB Term Deposit (AA-):** This investment is a 2 year term deposit, paying 4.10% p.a., and matures 11 March 2016.
- 11. Bankwest Term Deposit (AA-):** This investment is a 1 year term deposit, paying 2.90% p.a. and matures 21 July 2016.
- 12. Bankwest Term Deposit (AA-):** This investment is a 182 day term deposit, paying 2.90% p.a. (2.92% annualised), and matures 7 January 2016.
- 13. Bankwest Term Deposit (AA-):** This investment is a 91 day term deposit, paying 2.80% p.a. (2.83% annualised), and matures 26 November 2015.
- 14. Bankwest Term Deposit (AA-):** This investment is a 149 day term deposit, paying 3.00% p.a. (3.03% annualised), and matures 15 October 2015.

ITEM 10 (continued)

ATTACHMENT 1

15. NAB Term Deposit (AA-): This investment is a 2 year term deposit, paying 4.05% p.a., and matures 25 February 2016.

16. Defence Bank Term Deposit (BBB+): This investment is a 1 year term deposit paying 3.00% p.a. and matures on 4 March 2016.

17. Qld Police CU (Unrated): This investment is a 18 month term deposit paying 3.00% p.a. and matures on 2 March 2017.

18. Beyond Bank Term Deposit (BBB+): This investment is a 183 day term deposit paying 2.83% (2.85% annualised) and matures on 22 October 2015.

19. Bendigo Bank TD (A-): This investment is a 184 day term deposit paying 3.02% (3.04% annualised) and matures on 10 September 2015.

20. Peoples Choice Credit Union Term Deposit (BBB+): This investment is a five year term deposit, paying 2.95% p.a., and matures on 22 October 2015.

21. Rural Bank Term Deposit (A-): This investment is a five year term deposit, paying 6.48% p.a., and matures on 21 March 2017.

22. Bananacoast CU Term Deposit (Unrated): This investment is a 1 year term deposit paying 3.55% p.a. and matures on 7 January 2016.

23. CBA Term Deposit (AA-): This investment is a 213 day term deposit paying 3.15% (3.15% annualised) and matures on 24 September 2015.

24. ME Bank Term Deposit (BBB+): This investment is a 147 day term deposit paying 2.80% (2.82% annualised) and matures on 21 January 2016.

25. Bankwest Term Deposit (AA-): This investment is a 118 day term deposit, paying 3.00% p.a. (3.03% annualised), and matures 17 September 2015.

26. IMB Term Deposit (Unrated): This investment is a 181 day term deposit paying 3.40% (3.43% annualised) and matures on 21 September 2015.

27. Summerland CU Term Deposit (Unrated): This investment is a three year term deposit paying 5.05% pa and matures on 21 September 2015.

28. AMP Business Saver at call account (A+): This investment is an at-call account earning 3.35%. No fees are payable by Council on this investment.

29. CBA Term Deposit (AA-): This investment is a 3 year term deposit paying 4.55% annually and matures on 16 May 2016.

ITEM 10 (continued)

ATTACHMENT 1

30. Newcastle Permanent Building Society Term Deposit (BBB+): This investment is a 36 day term deposit, paying 3.10% (3.14% annualised), and matures on 10 February 2016.

31. Greater Building Society Term Deposit (BBB): This investment is a 102 day term deposit, paying 2.80% pa, and matures on 17 November 2015.

32. Police CU SA Term Deposit (Unrated): This investment is a 2 year term deposit paying 3.11% p.a. (3.11% annualised), and matures 27 March 2017.

33. AMP Term Deposit (A+): This investment is a 1 year term deposit paying 3.05% p.a. which matures on 18 February 2016.

34. CBA Term Deposit (AA-): This investment is a 216 day term deposit paying 3.10% (3.12% annualised), and matures on 1 October 2015.

35. CBA Term Deposit (AA-): This investment is a 5 year term deposit paying 4.15% pa, and matures on 18 November 2019.

36. 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.

37. 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.

38. 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.

39. 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.

40. 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.

41. 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.

42. 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.

43. 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.

ITEM 10 (continued)

ATTACHMENT 1

- 44. 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.
- 45. NAB Fixed MTN (AA-):** This is a fixed rate bond paying 6.18% (6.30% annualised) and matures 15 February 2017.
- 46. Westpac Fixed MTN (AA-):** This is a fixed rate bond paying 6.00% (6.14% annualised) and matures 20 February 2017.
- 47. Macquarie Bank Term Deposit (A):** This is a five year term deposit paying 6.50% (6.50% annualised) and matures 3 April 2017.
- 48. 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.
- 49. Delphi Bank Term Deposit (Unrated):** This investment is a five year term deposit paying 6.05% p.a. and matures on 15 May 2017.
- 50. Rural Bank Term Deposit (Unrated):** This investment is a 181 day term deposit paying 2.85% (2.87% annualised) and matures on 27 January 2015.
- 51. ME Bank Term Deposit (BBB+):** This investment is a 93 day term deposit paying 2.80% p.a. (2.83% annualised) and matures on 29 October 2015.
- 52. 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.
- 53. 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.
- 54. Bank of Queensland Term Deposit (A-):** This investment is a 5 year term deposit paying 5.15% (5.15% annualised) and matures 20 November 2018.
- 55. Bank of Queensland Term Deposit (A-):** This investment is a 2 year term deposit paying 4.10% (4.10% annualised) and matures 3 March 2016.
- 56. BoQ Specialist Bank (formerly Investec) Term Deposit (BBB+):** This investment is a five year term deposit paying 6.95% on maturity (6.15% annualised) and matures 15 August 2017.
- 57. IMB Term Deposit (BBB):** This investment is a 95 day term deposit paying 2.75% p.a. (2.78% annualised) and matures 17 November 2015.

ITEM 10 (continued)

ATTACHMENT 1

- 58. 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.
- 59. 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.
- 60. Rural Bank Term Deposit (A-):** This investment is a 210 day term deposit, paying 2.80% p.a. and matures on 3 March 2016.
- 61. 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.
- 62. Bank of Queensland Term Deposit (BBB+):** This is a 182 day term deposit paying 2.95% (2.97% annualised) and matures 12 November 2015.
- 63. NAB Term Deposit (AA-):** This is a 1 year term deposit paying 3.55% pa and matures 15 December 2015.
- 64. Members Equity Bank Term Deposit (BBB):** This is a 126 day term deposit paying 2.95% (2.98% annualised) and matures 29 October 2015.
- 65. 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.
- 66. Bendigo Bank Term Deposit (A-):** This investment is a 1 year term deposit paying 2.85% p.a. and matures 18 August 2016.
- 67. Bendigo Bank FRN (A-):** This is a senior, unsecured floating rate note purchased at a yield of 120 above BBSW. This investment matures 17 May 2017.
- 68. CBA Term Deposit (AA-):** This investment is a 1 year term deposit paying 3.19% pa and matures 9 February 2016.
- 69. CBA Term Deposit (AA-):** This investment is a 3 year term deposit paying 3.75% pa and matures 20 November 2017.
- 70. NAB Term Deposit (AA-):** This investment is a 1 year term deposit paying 3.55% pa and matures 6 November 2015.
- 71. NAB Term Deposit (AA-):** This investment is a 90 day term deposit paying 2.83 % (2.86% annualised) and matures 11 November 2015.
- 72. NAB Term Deposit (AA-):** This investment is a 149 day term deposit paying 2.85% (2.87% annualised) and matures 21 January 2015.

ITEM 10 (continued)

ATTACHMENT 1

73. AMP Term Deposit (A+): This investment is a 2 year term deposit paying 3.30 p.a., and matures 21 March 2017.

74. Bank of Queensland TD (A-): This is a 1 year term deposit paying 3.15% p.a., and matures 11 February 2016.

75. NAB Term Deposit (AA-): This investment is a 1 year term deposit paying 3.55% and matures 9 October 2015.

76. Bendigo Bank FRN (A-): This is a senior, unsecured floating rate note purchased at a yield of 127 above BBSW. This investment matures 14 November 2018.

77. Rural Bank Term Deposit (A-): This investment is a 172 day term deposit, paying 2.95% (2.97% annualised), and matures on 11 January 2016.

78. Auswide Bank Term Deposit (BBB): This investment is a 1 year term deposit paying 3.04% (3.04% annualised) and matures on 10 March 2016.

79. Newcastle Permanent Building Society (BBB+): This investment is a 2 year term deposit, paying 3.03% p.a. and matures on 5 June 2017.

80. Westpac Floating Rate Term Deposit (AA-): This investment is a 25 month floating rate term deposit paying 90d BBSW + 95 and matures 9 February 2016.

81. Credit Union Australia Floating Rate Note (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 130 above BBSW. This investment matures 20 March 2017.

82. Peoples Choice CU Term Deposit (BBB+): This is a 182 day term deposit paying 2.80% (2.82% annualised) and matures 26 November 2015.

83. Credit Union Australia Term Deposit (BBB+): This investment is a 1 year term deposit paying 3.05% (3.05% annualised) and matures on 24 March 2016.

84. NAB Floating Rate Term Deposit (AA-): This investment is a 2 year floating rate term deposit paying 90d BBSW + 100 and matures 16 May 2016.

85. Bankwest Term Deposit (A-): This investment is a 121 day term deposit paying 2.90% (2.93% annualised), and matures 15 October 2015.

86. Bank of Queensland FRN (AA-): This investment is a 4 year floating rate term deposit paying 90d BBSW + 100 and matures 12 June 2018.

87. AMP 31 Day Notice Account (A+): This investment is an account which pays +100 over the cash rate.

ITEM 10 (continued)

ATTACHMENT 1

88. NAB Term Deposit (AA-): This investment is a 180 day term deposit paying 2.85% (2.87% annualised) and matures 10 February 2016.

89. Police Bank Floating Rate Note (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 110 above BBSW. This investment matures 21 August 2017.

90. Bendigo Bank Term Deposit (A-): This investment is a 91 day term deposit paying 2.95% (2.98% annualised) and matures 17 September 2015.

91. Credit Union Australia Term Deposit (BBB+): This investment is an 11 month term deposit paying 3.10% (3.10% annualised) and matures on 9 February 2016.

92. Newcastle Permanent Building Society (BBB+): This investment is a 1 year term deposit, paying 2.70% (2.70% annualised), and matures on 10 June 2016.

93. ANZ Floating Rate Note (AA-): This is a senior, unsecured floating rate note purchased at a yield of 85 above BBSW. This investment matures 11 November 2019.

94. ME Bank Floating Rate Note (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 100 above BBSW. This investment matures 17 November 2017.

95. NAB Term Deposit (AA-): This investment is a 1 year term deposit paying 3.55% pa and matures 3 December 2015.

96. Bankwest Term Deposit (AA-): This investment is a 1 year term deposit paying 2.85% p.a. and matures 14 July 2016.

97. Rural Bank Term Deposit (A-): This investment is a 196 day term deposit paying 2.90% (2.92% annualised) and matures 18 February 2016.

98. Queensland Teachers Mutual Bank Floating Rate Note (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 105 above BBSW. This investment matures 11 December 2017.

99. Teachers Mutual Bank Floating Rate Note (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 105 above BBSW. This investment matures 4 December 2017.

100. Auswide Bank Term Deposit (BBB): This investment is a 1 year term deposit, paying 3.01% p.a., and matures on 8 March 2016.

101. MyState Credit Union Term Deposit (BBB): This investment is a 1 year term deposit, paying 3.60% pa, and matures on 8 December 2015.

ITEM 10 (continued)

ATTACHMENT 1

102. Bankwest Term Deposit (AA-): This investment is a 119 day term deposit paying 3.00% (3.03% annualised) and matures 10 September 2015.

103. Bankwest Term Deposit (AA-): This investment is a 182 day term deposit paying 2.90% (2.92% annualised) and matures 10 December 2015.

104. NAB Flexi Term Deposit (AA-): This investment is a 2 year floating TD paying 103 above 90 day BBSW and matures 9 January 2017.

105. Westpac Floating Rate Note (AA-): This is a senior, unsecured floating rate note purchased at a yield of 90 above BBSW. This investment matures 22 January 2020.

106. Rural Bank Term Deposit (A-): This investment is a 184 day term deposit paying 3.05% (3.07% annualised) and matures 3 September 2015.

107. Macquarie Bank FRN (A): This investment is a 5 year floating rate term deposit paying 90d BBSW + 110 and matures 3 March 2020.

108. CBA Term Deposit (AA-): This investment is a 214 day term deposit paying 3.13% (3.15% annualised) and matures on 6 October 2015.

109. Newcastle Permanent Building Society FRN (BBB+): This investment is a 5 year floating rate term deposit paying 90d BBSW + 110 and matures 3 March 2020.

110. Heritage Bank FRN (BBB+): This is a senior, unsecured floating rate note purchased at a yield of 115 above BBSW. This investment matures 7 May 2018.

111. Bendigo Bank Term Deposit (A-): This investment is a 179 day term deposit paying 2.90% (2.92% annualised) and matures 1 December 2015.

112. CBA Floating Rate Note (AA-): This is a senior, unsecured floating rate note purchased at a yield of 90 above BBSW. This investment matures 17 July 2020.

113. Westpac Floating Rate Note (AA-): This is a senior, unsecured floating rate note purchased at a yield of 90 above BBSW. This investment matures 28 July 2020.

114. CBA Term Deposit (AA-): This investment is a 1 year term deposit paying 2.84% and matures on 17 August 2016.

115. Bendigo Bank FRN (A-): This is a senior, unsecured floating rate note purchased at a yield of 110 above BBSW. This investment matures 18 August 2020.

11 POLICY ON EXPENSES AND FACILITIES FOR THE MAYOR AND OTHER COUNCILLORS

Report prepared by: Governance Coordinator

File No.: CLR/07/8/9/6/5 - BP15/1211

REPORT SUMMARY

This report is presented to Council to endorse the public exhibition of the revised “Policy on Expenses and Facilities for the Mayor and other Councillors”.

As required by the *Local Government Act, 1993* (the Act), Council is required to annually review and adopt the “Policy on Expenses and Facilities for the Mayor and other Councillors”. As part of this process, Council is required to place the draft policy on public exhibition for a period of 28 days. Following adoption, Council is required to submit the policy to the Office of Local Government (OLG) including a copy of the public notice and public submissions received. This policy was last adopted by Council on 28 October 2014.

The amendments proposed in the **ATTACHED** draft policy address:

- the addition of travel expenses within the Ryde Local Government Area as a reimbursable item;
- the inclusion of a statement addressing Council representation while on self-funded travel;
- changes to the amount, and method of determining carer and access expense claim limits;
- Councillor responsibilities when using Council facilities; and
- the provision of a Cabcharge card to the position of Mayor.

It is not anticipated that there will be any significant financial or budget implications as a result of the recommendations detailed in this report.

RECOMMENDATION:

- a) That Council endorse the public exhibition of the revised “Policy on Expenses and Facilities for the Mayor and other Councillors”, as **ATTACHED** for a period of at least 28 days.
- b) That the draft policy be sent to the Office of Local Government seeking their feedback by close of the exhibition period.
- c) That after the exhibition period a further report be provided to Council detailing any submissions received, and seeking the adoption of the draft ‘Policy on Expenses and Facilities for the Mayor and other Councillors’.

ITEM 11 (continued)

ATTACHMENTS

- 1 2015 Draft Policy on Expenses and Facilities for the Mayor and other Councillors

Report Prepared By:

Lorie Parkinson
Governance Coordinator

Report Approved By:

Amanda Janvrin
Section Manager - Governance

Roy Newsome
Group Manager - Corporate Services

ITEM 11 (continued)

Discussion

The City of Ryde “Policy on Expenses and Facilities for the Mayor and other Councillors” must comply with the *Local Government Act 1993* (the Act). This policy aims to ensure that all Councillors have the resources and facilities required to fulfil their civic duties, and promotes accountability and transparency.

In accordance with the requirements of the Office of Local Government (OLG) and the Act, Council is required to annually review and adopt this Policy. Section 252 of the Act says adoption is required “within 5 months of the end of the year”, which is by 30 November 2015.

Section 253(1) of the Act requires Council to give public notice to amend or adopt this policy and to allow at least 28 days for public submissions. After Council has adopted the policy, Council is required to submit the policy to the OLG, including a copy of the public notice and any public submissions received.

This policy was last amended and adopted by Council on 28 October 2014.

Recommended Amendments

The 2015 review of the Policy on Expenses and Facilities for the Mayor and other Councillors, proposes five changes. In the **ATTACHED** Policy, additions are shown in ***bold italic***, and deletions in ~~strikethrough~~.

- (1) Local Travel Expenses
(Section 4.3.1 - Local travel arrangements and expenses)

This report proposes the removal of the current restriction on reimbursement of travel expenses incurred within the Ryde Local Government Area. This change is reflected in the draft policy by:

- (a) deleting “reimbursement will not be made for travel expenses incurred within the Ryde Local Government Area (LGA)” throughout the policy, and
- (b) adding the statement: ***“Council shall reimburse travel expenses incurred by Councillors for travel on Council related business”***.

Council officers have investigated Councillor expenses policies throughout metropolitan Sydney, and have identified that this change will bring the City of Ryde ‘Policy on Expenses and Facilities for the Mayor and other Councillors’ in line with the significant majority of other Sydney councils.

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It should be noted that the removal of this limitation does not remove the current expectation that:

“Under normal circumstances, Councillors are expected to provide their own transport to and from the Civic Centre and the Councillor’s home and/or place of work for the purpose of undertaking Council business” (Section 4.3 Travel).

(2) Independently funded travel and Friendship/Partnership Agreements
(Section 4.3.4 - Overseas travel)

The following addition to the Policy has been included to address Council’s resolution in respect of the ‘Protocol for International and Australian Friendship Agreements’, which was adopted by Council on 24 March 2015.

(6) *Independently funded travel - Council officials who travel to cities that have a Friendship or Partnership relationship with the City of Ryde, are only able to present themselves as representing Council, if this representation has been endorsed by Council, prior to the visit.*

(3) Reimbursement of Care and other related expenses
(Section 4.8 – Care and other related expenses)

This draft policy includes a revision of the method of calculating the maximum annual reimbursement for reasonable expenses associated with (a) the care or support of a relative, and (b) any disability or access needs.

Currently the policy provides that Council is able to reimburse a maximum of 25% of the Councillors annual fee for each of these expenses. In 2014/15 the annual Councillors fee is \$23,370, making the maximum reimbursement of 25% equal to \$5,842.50.

To provide increased transparency and clarity regarding this expense category, this report proposes that the annual percentage limit be converted to a monetary amount of \$6,000.00, to be reviewed each year. The provision for additional expenditure to address access or disability needs in extenuating situations remains in place.

Additionally within this section, it has now been specified that the annual period is from October to September, in line with the Mayoral election period.

(4) Care of Council facilities
(Section 6 - Provision of facilities, equipment and services)

This proposed amendment to the policy highlights the responsibility of Councillors to take proper care of the facilities provided to them to assist in the performance of their civic duties. This responsibility is also addressed within the City of Ryde Code of Conduct - Standards of Conduct – Part 7 Access to Information and Resources.

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The proposed additions to Section 6.1.1 Provision of facilities generally, are given below:

- (4) ***Part 7 of the Code of Conduct describes the responsibilities and obligations of Council officials when using Council resources, particularly in terms of misuse and private use.***
- (5) ***Councillors, where their allocated equipment is damaged, lost or destroyed, are required to report this to Council urgently. If there are repeated instances requiring the equipment to be repaired or replaced, this may be at the Councillor's cost.***
- (5) Mayoral Cabcharge Card
(Section 7 - Additional provisions for the Mayor)

The draft policy has been amended to include the provision of a Cabcharge card to the Mayor of the day. This resource will provide flexibility to the Mayor when determining transport arrangements to attend conferences or other civic functions while representing Council.

The following addition has been made to Section 7.3 Motor Vehicle and other Transport Facilities:

- (6) ***Additionally, the Mayor is entitled to a Cabcharge card for travel on Council related business. The card is not to be used for private travel, and the card is not to be used to provide gratuities to drivers.***

The Cabcharge card is to be used in accordance with the City of Ryde Credit Card policy. Cabcharge receipts are to be collected and submitted to Council for reconciliation against monthly statements, and the cardholder is required to immediately inform Council should the card be lost or stolen.

It should be noted that Cabcharge allocates each card to a name, not a position. This means that a new card will need to be requested, whenever there is a change of Mayor.

Consultation

In accordance with Section 253 of the Act, Council is required to publicly exhibit the draft policy for a minimum of 28 days. Following Council's endorsement of the public exhibition of the draft policy, it is proposed that the exhibition period be from Thursday 28 September 2015 until Friday 23 October 2015. During this period it is also proposed that the draft policy is sent to the Office of Local Government for comment.

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It is then anticipated that the revised policy will be submitted to Council on 24 November 2015. This report to Council will include any submissions received during the exhibition of the draft policy, including feedback from the Office of Local Government.

At this meeting, Council may 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 at least 28 days before it can be adopted.

Critical Dates

As prescribed Section 252 of the Local Government Act, Council is required to annually adopt the Policy on Expenses and Facilities for the Mayor and other Councillors Policy “within 5 months of the end of the year”.

Following adoption, Council is required to submit the policy, a copy of the public notice and any submissions received, to the Office of Local Government within 28 days.

Financial Impact

It is not anticipated that there will be significant financial or budget implications as a result of the recommendations detailed in this report and that costs reimbursed under this Policy, will be met from within the current Council budget allocation.

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ATTACHMENT 1

DRAFT Policy on Expenses and Facilities for the Mayor and other Councillors



Scope

- (1) This Policy, and associated procedures and guidelines, may be cited as the Policy on Expenses and Facilities for the Mayor and other Councillors, and is effective from **xx November 2015**.
- (2) In this Policy, and associated procedures and guidelines, unless otherwise stated, the expression "Councillor" refers to all Councillors of the City of Ryde, including the Mayor and Deputy Mayor.

Purpose

This Policy ensures that Councillors have adequate access to the facilities and support required to fulfil their civic duties as elected representatives. It also aims to ensure that the facilities provided to Councillors to carry out their civic functions are equitable and in keeping with legislative requirements.

In addition, the purpose of this Policy, and associated procedures and guidelines, is to ensure that there is accountability and transparency in the payment and reimbursement of expenses incurred or to be incurred by the Councillors.

Council may disburse money only if the disbursement is authorised by the Local Government Act, either expressly or because it is supplemental, incidental to or consequential upon the exercise of its functions.

Objectives

- (1) The objective of this Policy is to describe the facilities and expenses that Council will provide, fund or reimburse, to the Councillors of the City of Ryde.
- (2) This Policy also aims to uphold and demonstrate the following key principles:
 - (a) **Conduct:** Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under the *Local Government Act 1993* or any other Act.
 - (b) **Participation, equity and access:** The provisions of the Policy are to be non-discriminatory and used in an equitable manner to enable the full participation by Councillors from different walks of life. The provisions of the Policy shall also be at an appropriate level to encourage members of the community, particularly under-represented groups such as those in primary caregiver roles, to seek election to Council by ensuring that they would not be financially or otherwise disadvantaged by undertaking the civic functions of a Councillor.

Draft Policy on Expenses and Facilities for the Mayor and other Councillors		
Owner: Governance, Risk & Audit	Accountability: Mayoral and Councillor support service	Policy: CSG005
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The Policy shall also take into account and make reasonable provision for the special needs of Councillors to allow access to the appropriate parts of Council premises, and facilities, and maximise participation in the civic duties and business of Council.

- (c) Accountability and transparency: The details and range of benefits provided to the Councillors are to be clearly stated and be fully transparent and acceptable to the local community.
 - (d) Reasonable expenses: Councillors shall only be reimbursed for expenses reasonably incurred in their performance of their role as a Councillor.
 - (e) Private benefit: Councillors shall not obtain private benefit from the provision of equipment and facilities. Occasional incidental private use is acknowledged, and is not subject to a compensatory payback. Should substantial private use occur, payback or reimbursement will be required.
- (3) Only those entitlements specifically described in this Policy shall be provided by the Council.

References - Legislation

This Policy is made pursuant to Sections 252 - 254 of the Local Government Act 1993, Clause 403 of the Local Government (General) Regulation 2005, and the Office of Local Government's *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW* (2009).

Review Process and Endorsement

Council is required, under Section 252 of the *Local Government Act* (the Act), to adopt a policy on the payment of expenses and the provision of facilities to the Mayor and other Councillors each year. This is to occur within 5 months of the end of the financial year.

Section 253 of the Act requires that Council give public notice of at least 28 days of its intention to adopt or amend this policy, even if there is no proposed change to the policy. Council is also required to provide the Office of Local Government with the adopted policy, the public notice and any submissions received.

Council may amend and adopt the policy at other times of the year without public notice, if the amendments are "not substantial" (Office of Local Government Guidelines).

Draft Policy on the Expenses and Facilities for the Mayor and other Councillors		
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1. Definitions, References and Legend

Throughout this procedure, where specific information is drawn from one of the following documents or organisations it will be referenced and displayed in a coloured box as given below.

Definitions of commonly used terms are also given in the relevant box below.

The Act: refers to the *Local Government Act 1993*

The Regulation: refers to the Local Government (General) Regulation 2005.

The Office or OLG: refers to the Office of Local Government, NSW. In some parts it may be appropriate for the policy to refer to 'the Division' – the former title of the Office of Local Government.

Guidelines: refers to the OLG's Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW (October 2009). Extracts or summaries from this document are shown in yellow.

NSW Government Agency circulars or advice on specific issues are shown in pink

Code of Conduct: refers to the City of Ryde Code of Conduct, as in effect at the time. Extracts or summaries from this document are shown in blue.

The following definitions are from the OLG's Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW (2009, page 3).

Councillor expenses and facilities policy: The Policy prepared under the Guidelines on the payment of expenses and the provision of facilities to Mayors and Councillors.

Expenses: Payments made by Council to reimburse Councillors for reasonable costs or charges incurred or to be incurred for discharging their civic functions. Expenses must be outlined in the Council's Policy and may be either reimbursed to a Councillor or paid directly by Council for something that is deemed to be a necessary expense to enable them to perform their civic functions. Expenses are separate and additional to annual fees.

Facilities: Equipment or services that are provided by Council to Councillors to enable them to perform their civic functions with relative ease and at a standard appropriate to their professional role as Councillors.

Functions of civic office/civic functions: Functions that Councillors are required to undertake to fulfil their legislated role and responsibilities for the Council that should result in a direct benefit for Council and/or for the local government area.

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2. Conduct

2.1 Key Principles

Guidelines

Councillors must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out their functions under the *Local Government Act* or any other Act. This is required under section 439 of the *Local Government Act* and reinforced in the Model Code of Conduct made under section 440 of the Act.

2.2 Use of resources by Councillors

Code of Conduct

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.

You must be scrupulous in your use of council property, including intellectual property, official services and facilities, and must not permit their misuse by any other person or body.

You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.

You must not use council resources, property or facilities for the purpose of assisting your election campaign or the election campaign of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

You must not use council letterhead, council crests and other information that could give the appearance it is official council material for: the purpose of assisting your election campaign or the election campaign of others, or for other non-official purposes.

You must not convert any property of the council to your own use unless properly authorised.

You must not use council's computer resources to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature.

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2.3 Accountability and transparency

Guidelines

Councillors can only receive reimbursement for expenses and the use of facilities when these are clearly identified in the Policy.

3. Provisions

3.1 General expense allowance

Regulation – Clause 403

A policy under section 252 of the Act must not include any provision enabling a council to pay any councillor an allowance in the nature of a general expense allowance.

Guidelines

In accordance with clause 403 of the Regulation, there is no provision under this policy for a general expense allowance. A general expense allowance is a sum of money paid by a Council to a Councillor to expend on an item or a service that is not required to be receipted and/or otherwise reconciled according to a set procedure and within a specific timeframe.

Advice from the Office of Local Government (OLG)

On 25 August 2011 the OLG advised that the provisions of the Local Government Act 1993 and the Local Government (General) Regulation 2005 do not allow for Council to provide Councillors with a monthly base rate. Furthermore, the OLG stated that the Act and Regulation do not allow for Council to reimburse Councillors without the receipt of appropriate supporting documentation showing the expense incurred.

The OLG noted that any payment made to Councillors by Council without the presentation of appropriate documents showing expenses constitutes a “disbursement”. The OLG advised that this practice is to be discouraged by Councils. Correspondingly, the OLG clarified that a “reimbursement” is an entitlement provided to Councillors after they have incurred an expense. Reimbursements are to be provided to Councillors only upon receipt of appropriate supporting documentation showing the expense incurred.

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3.2 Monetary Limits

Monetary limits are stated in this Policy against each expense category as required. These monetary limits set out the maximum amount payable in respect of any facility or expense. Any additional cost incurred by a Councillor in excess of any limit set shall be considered a personal expense that is the responsibility of the Councillor. All monetary amounts stated are exclusive of GST.

Where expense limits are specified in this Policy, these given limits and requirements apply whether the item is purchased via direct payment by Council or reimbursement to the Councillor.

For the purposes of transparency and accountability, monetary limits are highlighted throughout this document where appropriate.

3.3 Time Limits

Reimbursement of costs and expenses to Councillors must be made within 3 months of the cost or expense being incurred.

3.4 No private benefit without payment

Guidelines

Councillors should not obtain private benefit from the provision of equipment and facilities, including from travel bonus programs such as 'frequent flyer' schemes or any other such loyalty programs while on Council business. However it is acknowledged that incidental use of council equipment and facilities may occur from time to time. Such incidental private use is not subject to a compensatory payment back to council.

Where more substantial private use does occur, the Act provides that a payment may be made to cover the level of that private use (refer s252(2)). Councillors should not obtain more than incidental private use of facilities.

- (1) Should a Councillor obtain substantial private benefit, the Councillor is required to advise the General Manager in writing detailing the extent of the private benefit.
- (2) Council will determine the value of the benefit that is to be invoiced to the Councillor in a non-confidential session of a Council Meeting. The Councillor shall then repay Council the value within four weeks of the determination.

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3.5 Use of Council resources for political purposes.

Guidelines

The Code of Conduct provides that council resources must be used ethically, effectively, efficiently and carefully. Council property including intellectual property, official services and facilities must not be misused by any person or body for private benefit or gain. Councillors must also avoid any action or situation that could create the appearance that council resources are being used inappropriately.

A person's re-election is considered to be a personal interest. Official council material such as letterhead, publications, websites as well as council services and forums must not be used for such personal interests. Situations in which the appearance may be given that these are being used for such purposes are also to be avoided.

The fundraising activities of political parties, including political fundraising events, are considered to be personal interests. Councils will not pay expenses or provide facilities to Councillors in relation to supporting and/or attending such activities and events.

3.6 Gifts and Benefits

The process with regard to Gifts and Benefits is set out in Council's adopted Gifts and Benefits Policy.

3.7 Approval and dispute resolution process

- (1) All expenses and costs incurred must be in accordance with the requirements of this Policy.
- (2) Reimbursement of costs and expenses to Councillors will only be made upon the production of appropriate receipts and tax invoices, and the completion of the "Request for Councillor Reimbursement" form.
- (3) If receipts and tax invoices are not able to be submitted, a Councillor shall be required to sign a Statutory Declaration to confirm that the expense was incurred. If a Statutory Declaration is provided in lieu of receipts and tax invoices, Councillors are required to personally retain any supporting documentation for audit purposes and shall be required to produce this documentation to Council upon request. Councillors are advised that Council is unable to claim the GST on the purchase if a tax invoice is not submitted, thus increasing the real cost of the item.
- (4) Claims for reimbursement of "Communication costs" will only be made upon the production of appropriate receipts, tax invoices, credit card statements or receipt numbers, in the name of the Councillor – a statutory declaration is not appropriate.

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- (5) Payments made to Councillors by way of reimbursement in accordance with this Policy will only be made to personal accounts on which the Councillor is a named account holder and not to third parties.
- (6) The General Manager or a delegated employee shall assess all such claims and if considered to be reasonable and to be legitimately payable under this Policy, shall approve the claim for payment and payment shall be made within seven (7) days.
- (7) Should the General Manager or delegated employee decide that the claim should not be paid, the General Manager shall explain such decision to the Councillor and should the Councillor still consider that the claim should be paid, it shall be considered that a dispute exists and the provisions of the following clause shall apply.
- (8) Should any Councillor consider that a dispute exists at any time regarding this policy, the parties to the dispute shall provide a written report on the nature of the dispute and the General Manager shall submit such reports to the next meeting of the Council to have the dispute determined by a resolution of the Council having regard to this policy, the Act and any other relevant law. The decision of the Council shall be binding on all of the parties.

3.8 Payment of Councillor Fees

Local Government Act – Section 248A

Under Section 248A of the Act, Council must not, unless otherwise permitted, pay an annual fee to a Councillor for any period during which the Councillor is suspended from office or the right to be paid any fee is suspended.

Local Government Act – Section 254A

Under Section 254A of the Act, Council may resolve that an annual fee not be paid to a Councillor or the amount reduced if the Councillor is absent, with or without leave, from meetings of the Council for a period not more than 3 months or in any circumstances prescribed by regulation. A fee must not be paid if the period of absence exceeds 3 months.

Regulation – Clause 404

Under clause 404 of the Regulation, a prescribed circumstance for non-payment or reduction of a Councillor's annual fee is where payment would adversely affect the Councillor's entitlement to a pension, benefit or allowance and the Councillor is agreeable to the non-payment or reduction.

A Councillor may elect not to accept any entitlement under this Policy, except that the Mayor and every Councillor must be paid the appropriate minimum fees determined by the Local Government Remuneration Tribunal (unless the provisions of Section 254A of the Act apply). Payment of the appropriate minimum fees determined by the Remuneration Tribunal is a requirement of Sections 248 (4) and 249 (4) of the Act.

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3.8 Payment of Councillor Fees (continued)

Advice from the OLG – Surrendering Fees

On 25 August 2011 the Office of Local Government (OLG) advised that as the payment of expenses incurred by Councillors is an entitlement and is distinct to the provision of Councillor fees set out by the Local Government Remuneration Tribunal of NSW, Council does not have the capacity to “surrender” Councillor entitlements, and therefore does not have the ability to donate the entitlements to a charity.

However, the OLG confirmed that Section 404 of the Local Government (General) Regulation 2005 provides that Councillors can agree to a “non-payment or reduction” in their Councillor fees. The OLG stated that Councillors have an option to donate all or part of their Councillor fees to a charity organisation.

- (1) An annual fee is paid to each Councillor by the Council. The fee is the amount fixed by the Council under Division 5 of Part 2 of Chapter 9 of the Act in accordance with the appropriate determination of the Local Government Remuneration Tribunal.
- (2) Unless otherwise provided for in this policy, the annual fee paid to each Councillor is intended to offset the costs involved in discharging the functions of civic office including, but not limited to, all incidental and out-of-pocket expenses relating to transport, clothing, home office, home telephone and postage costs.
- (3) All fees payable under this policy shall be paid monthly in arrears for each month (or part of a month) for which the Councillor holds office.
- (4) Unless otherwise stated, no entitlement under this Policy shall be treated as being a private benefit that requires a reduction in a Councillor's Fee.

3.9 Payments in advance

- (1) Councillors may request an advance payment for the cost of any service or facility covered by the Policy.
- (2) Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home.
- (3) Councillors must fully reconcile all expenses against the cost of the advance within one (1) week of their return, with receipts, and submit these details to the General Manager or his/her delegated employee for verification. Any unspent money is required to be returned at this time.
- (4) The maximum value of a cash advance is \$500.

Timeframe	Maximum amount
Reconcile within 1 week	\$500.00

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4. Specific Expenses

4.1 Training and education expenses

- (1) An induction program shall be conducted by the General Manager for Councillors upon election to Council and every subsequent re-election. This program may include the provision of resources and the attendance at training courses.
- (2) Provision for other training and education for Councillors will be made separately in Council's budget via the adopted Delivery Plan. All Councillors will be offered the same access to the same training in accordance with the budget allocated.

4.2 Attendance at seminars and conferences

- (1) Prior Council approval is required for Councillors to attend seminars or conferences on behalf of the Council. A report must be included in the Council business papers and should give the purpose of the seminar, conference and training course, expected total costs, expected benefits for Councillors to attend and the names of Councillors who have indicated an interest to attend.
- (2) When determining attendance at conferences and seminars, consideration will be given to the Councillor Attendance at Conference guidelines.
- (3) Where a Councillor is no longer able to attend a conference or seminar for which endorsement has been given, they must advise the General Manager as soon as practicable, to facilitate the attendance of an alternate Councillor.
- (4) Where a Councillor provides less than 24 hours notice with regard to clause (3) above, and where no sufficiently substantial reason is provided, the Councillor may be liable, by way of Council resolution, for any related costs Council is unable to recover.
- (5) After returning from the seminar, conference or training course, the Councillor/s, or accompanying member of Council staff, shall provide a written report to Council on the aspects of the event relevant to Council business and/or the local community within two (2) months of the event. This report will be included in the Councillors' Information Bulletin.

No written report is required for the annual Local Government NSW Conference, the Australian Local Government Association Conference or for compulsory training courses or seminars required by any Government agency.

- (6) Council will pay the seminar, conference or training course registration fees charged by the organisers including the costs of related official meals and associated tours where they are relevant to the business and interests of Council. Any time and costs incurred in undertaking activities not related to attendance at the event shall not be included in the expenses paid by Council.

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- (7) Council will also meet the cost of meals (and reasonable cost of drinks) when they are not otherwise included in the training, conference or seminar fees. Each Councillor is entitled to seek reimbursement for up to three meals per day to a maximum of \$100 a day. Official receipts will be required for reimbursement under this clause.

Quantity	Maximum amount
Up to 3 meals per day	\$100 per day

- (8) No payment shall be reimbursed for any component of a ticket that is additional to the cost of the function, such as a donation to a political party, candidate's electoral fund or some other private benefit.
- (9) Council will meet the reasonable cost of transportation and accommodation associated with attendance at the seminar, conference or training course
- (10) Any accommodation required by Councillors will be provided by Council subject to availability, access to venue and cost. A reasonable standard of accommodation is considered to be 4 – 4.5 star although 5 star accommodation will be provided where no suitable alternative accommodation is available. The cost of any upgrade shall be the responsibility of the Councillor. Where possible, Council will make payment of the accommodation booking prior to the date of arrival.
- (11) Council shall provide Councillors with taxi vouchers for travel to a seminar, conference or training course. Councillors must ensure that any unused vouchers and the receipts of used vouchers are provided to Council within seven (7) days of the event.
- (12) Alternatively, Council will meet the actual costs for public transport, taxis or hire-cars for travel on Council related business. ~~outside of the Ryde Local Government area (LGA). Reimbursement will not be made for travel expenses incurred within the Ryde LGA.~~
- (13) Council shall reimburse transport expenses incurred by a Councillor while using their own private vehicle for Council related business. ~~outside of the Ryde Local Government area (LGA). Reimbursement will not be made for travel expenses incurred within the Ryde LGA.~~

This will be by way of a reimbursement for each kilometre travelled for the specific journey, plus any road tolls and parking fees necessarily incurred. The rate of reimbursement for kilometres travelled shall be equivalent to the rates prescribed in the relevant legislation or policies applicable to employees of the Council.

- (14) Council is not liable for any traffic, parking or transport fines, or costs of petrol, oil, depreciation, repair, maintenance, insurance or registration incurred by Councillors while using their private vehicles on Council related business.

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4.3 Travel

Guidelines

All travel by Councillors should be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

4.3.1 Local travel arrangements and expenses

- (1) ***Council shall reimburse travel expenses incurred by Councillors for travel on Council related business***
- (2) Under normal circumstances, Councillors are expected to provide their own transport to and from the Civic Centre and the Councillor's home and/or place of work for the purpose of undertaking Council business.
- (3) Transport to and from the Civic Centre and a Councillor's home and/or place of work may be provided by Council at the discretion of the General Manager having regard to the circumstances, if it is not practicable for a Councillor to use his or her normal method of transport.
- ~~(4) Council shall reimburse travel expenses incurred by Councillors for travel on Council related business outside the Ryde Local Government area (LGA). Reimbursement will not be made for travel expenses incurred within the Ryde LGA.~~
- (4) Travel expenses include use of private vehicle, use of public transport, taxis, hire cars, travel using a Council vehicle and associated costs such as parking and road tolls. Private vehicle expenses will be reimbursed using the kilometre rate prescribed in the relevant legislation or policies applicable to employees of the Council. Actual costs will be reimbursed for other travel expenses.
- (5) Council is not liable for any traffic, parking or transport fines, or costs of petrol, oil, depreciation, repair, maintenance, insurance or registration incurred by Councillors while travelling on Council related business.
- (6) A Council vehicle (with or without a driver), a hire car, or a taxi voucher may be provided to a Councillor for the purpose of attending any Council related event at the discretion of the General Manager having regard to the circumstances.
- (7) Nothing in this Policy prevents a Councillor from travelling in a Council vehicle with a staff member who is also attending any Council related event.

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4.3.2 Intrastate travel

- (1) Council shall reimburse Council business related travel expenses by a Councillor while using their own private vehicle, by way of a reimbursement for each kilometre travelled for the specific journey, plus any road tolls and parking fees necessarily incurred. The rate of reimbursement for kilometres travelled shall be equivalent to the rates prescribed in the relevant legislation or policies applicable to employees of the Council.
- (2) Council is not liable for any traffic, parking or transport fines, or costs of petrol, oil, depreciation, repair, maintenance, insurance or registration incurred by Councillors while using their private vehicles on Council related business.
- (3) "Councillors travelling into country NSW may choose the mode of transport that is most suitable, considering economy and convenience." Air travel will require prior approval."
- (4) If any intrastate travel requires payment or reimbursement of accommodation expenses, please refer to Section 4.3.5 – Accommodation costs, as prior approval is required.

4.3.3 Interstate travel (including ACT)

- (1) Prior Council approval is required for interstate travel for which reimbursement or payment is sought by Councillors. Any proposal for Councillors to travel interstate is to be included in the non-confidential business papers of Council, for which due public notice has been given. Such a proposal cannot be considered in a late report or Mayoral Minute.
- (2) Applications for interstate travel must be made in writing, giving full details of the travel including: itinerary, expected total costs, reasons for the travel and expected benefits. Council does not allow the retrospective approval of reimbursement of such travel expenses, therefore all expenses must be approved in advance.
- (3) Upon return from interstate travel, the Councillor, or an accompanying member of Council staff, shall provide a written report to Council on the aspects of the trip relevant to Council business and/or the local community, within two (2) months of the trip. This report will be included in the Councillors' Information Bulletin.
- (4) Economy class air travel will be provided as standard for travel within Australia. The cost of any upgrade shall be the responsibility of the Councillor. Councillors are not entitled to receive private benefits relating to travel bonuses such as frequent flyer schemes and other loyalty programs.
- (5) Where trains are used, first class train travel will be provided, including sleeping berths where available.
- (6) Council shall meet the cost of any transfers between a Councillor's residence and a transport interchange (ie: airport) and between the transport interchange and hotel or venue. These costs are not to exceed the cost of taxi fares.

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4.3.4 Overseas travel

Guidelines

It is strongly recommended that Council scrutinise the value and need for Councillors to undertake overseas travel. Councillors should avoid international visits unless direct and tangible benefits can be established for Council and the community.

- (1) Council approval is required for overseas travel for which reimbursement is sought by Councillors. Any travel proposals for Councillors to travel overseas are to be included in the non-confidential business papers of Council for which due public notice has been given. Such proposals cannot be considered in a late report or Mayoral Minute.
- (2) Applications for overseas travel must be made in writing, giving full details of the travel including itinerary, expected total costs, reasons for the travel and expected benefits. Council does not allow the retrospective reimbursement of such travel expenses therefore expenses must be approved in advance.
- (3) Upon return from overseas travel, the Councillor, or an accompanying member of Council staff, shall provide a written report to Council on the aspects of the trip relevant to Council business and/or the local community, within two (2) months of the trip. This report will be included in the Councillors' Information Bulletin.
- (4) Economy air class will be provided for approved overseas travel. Councillors are not entitled to receive private benefits relating to travel bonuses such as frequent flyer schemes and other loyalty programs.
- (5) Council shall meet the cost of any transfers between a Councillor's residence and the airport and between the airport and hotel or venue. These costs are not to exceed the cost of taxi fares.
- (6) ***Independently funded travel - Council officials who travel to cities that have a Friendship or Partnership relationship with the City of Ryde, are only able to present themselves as representing Council, if this representation has been endorsed by Council prior to the visit.***

4.3.5 Accommodation costs

- (1) Council shall meet the costs of accommodation for Councillors travelling on Council business, when prior approval has been granted by Council.
- (2) Where possible, Council will make payment of the accommodation booking prior to the date of arrival.

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- (3) Any accommodation required by Councillors will be provided by Council subject to availability, access to venue and cost. A reasonable standard of accommodation is considered to be 4 – 4.5 star although 5 star accommodation will be provided where no suitable alternative accommodation is available. The cost of any upgrade shall be the responsibility of the Councillor.

4.3.6 Incidental Expenses

Guidelines

Reasonable out of pocket or incidental expenses associated with Councillors attending conferences, seminars or training courses may be reimbursed, provided that it can be demonstrated that the expenses were actually incurred and that established reconciliation procedures are followed; for example, the completion of a claim form. The claim form must include an itemised account of expenditure and should not be general in nature.

Incidental expenses could reasonably include telephone calls, refreshments, internet charges, laundry and dry cleaning newspapers, taxi fares and parking fees.

- (1) Council shall reimburse reasonable out of pocket or incidental expenses associated with attending conferences, seminars or training courses, and other prior approved travel, incurred by Councillors.
- (2) Incidental expenses include, but are not limited to, in-house hotel television, telephone calls, internet charges, refreshments, laundry and dry cleaning, and newspapers.
- (3) Each Councillor is entitled to seek reimbursement up to \$20 per day for the purposes of Clause 4.3.6.

Timeframe	Maximum amount
Per day	\$20

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4.4 Legal assistance provisions and expenses

Guidelines

Legal costs must only be provided where the investigative or review body makes a finding that is not substantially unfavourable to a Councillor. This may include circumstances in which a matter does not proceed to a finding.

Council must not meet the legal costs of legal proceedings initiated by a Councillor under any circumstances

Council must not meet the legal costs of a Councillors seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

Legal costs must not be met for legal proceedings that do not involve a Councillor performing their role as a Councillor.

- (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 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 investigative or review body makes a finding substantially favourable to the Councillor.

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.

- (2) 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.
- (3) 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 Office of Local Government.

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- (4) 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.
- (5) 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.
- (6) Council will not meet the legal costs of legal proceedings initiated by a councillor under any circumstance.
- (7) 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.

4.5 Insurance

Guidelines

Section 382 of the Act requires Council to make arrangements for its adequate insurance against public liability and professional liability.

All insurances are to be subject to any limitations or conditions set out in Council's policy of insurance.

- (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.
- (2) Councillors are provided additional liability protection by way of the Councillors and Officers Liability Policy, and personal injury protection by way of the Personal Accident Policy.
- (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.
- (4) Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.

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4.6 Communication expenses

Guidelines

The OLG advises against Council including a provision in their Policy for expenses for individual Councillors or groups of Councillors to produce and disseminate personalised pamphlets, newsletters and the like.

Regardless of the intention, such activities may be perceived as using Council resources for private political benefit and would therefore be contrary to the spirit of the *Local Government Act* and Code of Conduct.

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. Councils should also consider limiting expenses for internet use.

- (1) Councillors are entitled to seek reimbursement for communications costs and expenses covering the areas of email, internet, telephone (both fixed and mobile), website and postage.
- (2) Each Councillor is entitled to seek reimbursement up to \$300 per month (\$3,600 per annum) for the purposes of this clause.
- (3) Where the communication costs include the provision of a communication device through a communication plan, Council shall reimburse the costs associated with the plan, including email, internet and telephone access and usage. Communication costs also include expenses incurred by a Councillor for the proportion of leasing, renting or repayment costs associated with any communication device used by a Councillor in undertaking their role as a Councillor.
- (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 may be a small proportion of incidental private/personal use.
- (5) Reimbursement of costs and expenses to Councillors under 'Communication costs' will only be made upon the production of appropriate receipts, tax invoices, credit card statements or receipt numbers in the name of the Councillor, and the completion of the "Request for Councillor Reimbursement" form.
- (6) Councillors are not entitled to claim any communication costs associated with the production or dissemination of personalised pamphlets, newsletters and the like.

Timeframe	Maximum amount
Per annum	\$3,600
example average (per month)	\$300

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4.7 Attendance at dinners and other non-Council functions

Guidelines

Consideration may be given to meeting the cost of Councillor's attendance at dinners and other non-Council functions that provide briefings to Councillors from key members of the community, politicians and business. Approval to meet expenses should only be given when the function is relevant to the Council's interest. Only the cost of the service provided should be met.

No payment should be made by a Council for attendance by a Councillor at any political fundraising event, for any donation to a political party or candidate's electoral fund, or some other private benefit. Council should ascertain whether any expenses to be incurred would be directed towards such events and activities prior to approving expenditure.

- (1) Councillors are entitled to seek reimbursement for attendance at dinners and other non-Council functions that provide briefings to Councillors from key members of the community, politicians and business.
- (2) Approval for reimbursement in accordance with the above should be sought prior to the event and be done in writing to the General Manager.
- (3) Each Councillor is entitled to seek reimbursement up to \$300 per annum for the purpose of this section. Official receipts are required to claim reimbursement under this clause.
- (4) No payment shall be reimbursed for any component of a ticket that is additional to the cost of the function, such as a donation to a political party, candidate's electoral fund or some other private benefit.

Timeframe	Maximum amount
Per annum	\$300

- (5) Councillors who are Executive Members of an organisation of interest to Council as indicated in a Council resolution, shall be entitled to seek reimbursement and support for their attendance at the Executive Meetings held by the organisation.

Council will meet the cost of the Councillor's transportation and accommodation expenses, including the cost of meals. The support provided to Councillors in their capacity as an Executive Member of an organisation shall only be valid for the period they hold such a position.

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4.8 Care and other related expenses

Guidelines

Council makes provision for the reimbursement of the reasonable cost of care arrangements, including childcare expenses and the care of elderly, disabled and/or sick family members of Councillors, to allow Councillors to undertake their Council business obligations.

- (1) Where a Councillor has responsibilities for the care and support of any relative, the Council may reimburse the actual cost incurred by the Councillor to engage professional care for the relative whenever considered necessary by the Councillor in order for the Councillor to discharge the functions of civic office.
- (2) In this clause, *relative* shall have the same meaning as set out in the Dictionary in the Local Government Act.

Relative, in relation to a person, means any of the following:

- (a) *the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse;*
- (b) *the spouse or de facto partner of the person or of a person referred to in para (a)*

- ~~(3) The total amount paid to a Councillor in the financial year under sub-clause (1) shall not exceed an amount equivalent to 25% of the Councillors fee set for that year.~~

- (3) The total amount paid to a Councillor under sub-clause (1) shall not exceed \$6,000.00 in the 12 month period from October to September.**

Timeframe	Maximum amount
Per annum	\$6,000.00 25% of annual Councillor fee

- (4) Where a Councillor has a special requirement, such as disability and access needs, Council shall meet reasonable costs and expenses required in order for that Councillor to discharge the functions of civic office.
- ~~(5) The total amount paid to a Councillor in a financial year under sub-clause (4) shall not exceed an amount equivalent to 25% of the Councillors fee set for that year, however, Council can approve additional expenditure in extenuating circumstances.~~

- (5) The total amount paid to a Councillor under sub-clause (4) shall not exceed \$6,000.00 in the 12 month period from October to September. It should be noted however, that Council can approve additional expenditure in extenuating circumstances.**

Timeframe	Maximum amount
Per annum	\$6,000.00 25% of annual Councillor fee

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- (6) Each application for care and support of a relative or for meeting the special requirements of a Councillor is to be made in writing to the General Manager or his/her delegated officer and will be assessed on its merits. The General Manager may use his/her discretion to refer the matter to Council for determination.

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4.9 Expenses for spouses, partners and accompanying persons

Guidelines

There may be limited instances where certain costs incurred by the Councillor on behalf of their spouse, partner or accompanying person are properly those of the Councillor in the performance of his or her functions. An accompanying person is a person who has a close personal relationship with the Councillor and/or provides carer support to the Councillor.

Meeting the reasonable costs of spouses and partners or an accompanying person for attendance at official Council functions that are of a formal and ceremonial nature, is considered appropriate when accompanying Councillors within the local government area. Such functions would be those that a councillor's spouse, partner or accompanying person could be reasonably expected to attend.

Consideration should also be given to the payment of expenses for the spouse, partner or accompanying person of a mayor, or a councillor when they are representing the mayor, when they are called on to attend an official function of council or carry out an official ceremonial duty while accompanying the mayor outside the council's area, but within the State.

The payment of expenses for spouses, partners or accompanying persons for attending appropriate functions as permitted above should be confined specifically to the ticket, meal and/or the direct cost of attending the function. Peripheral expenses incurred by spouses, partners or accompanying persons such as grooming, special clothing and transport are not considered reimbursable expenses.

Limited expenses of spouses, partners or accompanying persons associated with attendance at the Local Government and Shires Associations' annual conferences (now known as Local Government NSW) could be met by Council. These expenses should be limited to the cost of registration and official conference dinners. Travel expenses, any additional accommodation expenses and the cost of partner/accompanying person tours etc would be the personal responsibility of individual Councillors.

The above circumstances should be distinguished from spouses, partners or accompanying persons who accompany a Councillor at any event or function outside the local government area, including interstate and overseas, where the costs and expenses of the spouse or partner or accompanying person should not be paid by Council (with the exception of the Local Government NSW Annual Conference as noted above).

The above examples should also be distinguished from circumstances where spouses, partners or accompanying persons accompany Councillors at seminars and conferences and the like. In these situations all costs, including any additional accommodation costs, must be met by the Councillor or the spouse/partner/accompanying person.

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4.9 Expenses for spouses, partners and accompanying persons (continued)

Advice from the OLG – Expenses for spouses, partners and accompanying persons

On 8 August 2014, the OLG advised that:

- (1) The Local Government and Shires Associations' annual conference, as given in paragraph 3 of the Guidelines, refers to the newly named Local Government NSW only. It does not include the Australian Local Government Association (ALGA) conference(s).
- (2) At the LG NSW Annual Conference, payment for "partner programs" is the personal responsibility of Councillors. Only registration and official conference dinner tickets for spouses, partners or accompanying persons are to be paid or reimbursed by Council.
- (3) Additional travel expenses (ie beyond travelling in a car with a Councillor) for a spouse, partner or accompanying person while attending any conference (including the LG NSW annual conference), function or event etc, are not to be funded by Council.

- (1) In limited circumstances, Council shall meet certain costs incurred by a Councillor on behalf of their spouse, partner or accompanying person that are properly and directly related to the role of the Councillor in the performance of his or her duties, in the Ryde local government area. For example attendance at official Council functions that are of a formal and ceremonial nature when accompanying Councillors.
- (2) Costs and expenses incurred by the Councillor on behalf of their spouse, partner or accompanying person will be met if the cost or expense relates specifically to the ticket, meal and/or direct cost of attending the function referred to in clause (1) above, including carer costs. Peripheral expenses such as grooming, special clothing and transport are not considered reimbursable expenses.
- (3) In recognition of the importance of a good work and family balance, spouses, partners or accompanying persons are welcome to join Councillors while attending events away from home. In such circumstances, Council will not require reimbursement of costs if no additional travel and accommodation expenses are incurred over and above what would have been expended by the individual Councillor. For example, if the person travels as a passenger in the Councillor's vehicle and are able to be accommodated in the same room already provided as standard to the Councillor, it will be considered that no additional cost has been incurred by Council.
- (4) Where a spouse, partner or accompanying person attends an event away from home with the Councillor, additional costs of the person/s will not be met by Council, with the exception of those associated with the Local Government NSW Annual Conference as addressed in clause (5) below.
- (5) Limited expenses of spouses, partners or accompanying persons associated with attendance at the Local Government NSW Annual Conference will be met by Council. These expenses will be limited to the cost of registration and official conference dinners. Travel expenses, any additional accommodation expenses, and the cost of partner/accompanying person tours etc would be the personal responsibility of individual councillors.

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- (6) Eligible events (ie Local Government NSW Annual Conference, civic events in the Ryde LGA, and civic events throughout NSW for the Mayor or their representative) should be distinguished from circumstances where spouses, partners or accompanying persons accompany councillors at seminars and conferences and the like. In these situations all costs, including any additional accommodation costs, must be met by the councillor or the spouse/partner/accompanying person.
- (7) Each Councillor is entitled to seek reimbursement of up to \$300 per annum total under this clause. Official receipts are required to claim reimbursement under this clause.

Timeframe	Maximum amount
Per annum	\$300

4.10 Meals and refreshments

- (1) Morning and afternoon tea may be provided to each Councillor when in attendance at the Civic Centre during normal office hours. A meal including drinks may be provided to each Councillor at the Civic Centre whenever the Councillor is required to attend at the Civic Centre, or leave from or return to the Civic Centre, for a Council related event.
- (2) Meals and refreshments may also be provided to Councillors when attending a local community event or festival. The General Manager shall determine when such meals and refreshments are to be provided.
- (3) Meals and refreshments may also be provided to Councillors when attending a seminar, conference or training course, in accordance with Section 4.2 – Seminars and conferences.

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5. Additional Expenses for the Mayor

5.1 Mayoral Fee

- (1) An annual fee is paid to the Mayor by the Council. The fee is the amount fixed by the Council under Division 5 of the Local Government Act in accordance with the appropriate determination of the Local Government Remuneration Tribunal.
- (2) Unless otherwise provided for in this Policy, the annual fee paid to the Mayor is intended to offset the additional costs involved in discharging the functions of the Mayoral Office over and above the costs incurred by other Councillors.
- (3) In the event that the Council resolves to pay a fee to the Deputy Mayor to undertake the roles and responsibilities of the office of the Mayor, the amount of such fee shall be deducted from the amount determined to be paid to the Mayor on a pro rata basis for the relevant period.
- (4) All fees payable under this policy shall be paid monthly in arrears for each month (or part of a month) for which the Mayor holds office.
- (5) Unless otherwise stated, no entitlement under this Policy shall be treated as being a private benefit that requires a reduction in the Mayoral Fee.

5.2 Civic Expenses

- (1) Council shall meet the cost of providing refreshments and associated expenses for civic functions, civic receptions and any other formal event hosted by the Mayor, subject to adequate funds being allocated and available in the Council's adopted Delivery Plan.

5.3 Communication costs and expenses

- (1) Council shall reimburse up to an additional \$250 per month (\$3,000 per annum) for communication costs and expenses for the Mayor, over and above the monthly expenditure limit prescribed in clause 4.6 – Communication Expenses.

Timeframe	Maximum amount
Per annum	\$3,000
(Per month)	(\$250)

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6. Provision of facilities, equipment and services

6.1 General

6.1.1 Provision of facilities generally

- (1) Facilities, equipment and services shall be provided to Councillors to support them in undertaking their role as elected members of the Council.
- (2) The equipment supplied under sub-clause (1) shall be of adequate capacity and functionality to generally undertake the role of Councillor.
- (3) Unless otherwise resolved by the Council, the equipment shall be provided to a Councillor only once during the term of each Council. Council remains in ownership of the equipment and will be responsible for maintenance, replacement, insurance, technology upgrades and supply of consumables. The equipment is required to be returned at the end of the term of each Councillor. At the conclusion of their term, Councillors shall be offered the option to purchase the equipment that they have been in possession of, at current market value. Unless stated otherwise, the Councillor shall be responsible for all other costs of operating this equipment.
- (4) ***Part 7 of the Code of Conduct describes the responsibilities and obligations of Council officials when using Council resources, particularly in terms of misuse and private use.***
- (5) ***Councillors, where their allocated equipment is damaged, lost or destroyed, are required to report this to Council urgently. If there are repeated instances requiring the equipment to be repaired or replaced, this may be at the Councillors cost.***

6.1.3 Private use of equipment and facilities

- (1) Council facilities, equipment and services are not to be used for private purposes unless the use is incidental, unavoidable and of a minor nature.
- (2) Should a Councillor obtain substantial private benefit, the Councillor is required to advise the General Manager in writing detailing the extent of the private benefit. Council will determine the value of the benefit that is to be invoiced to the Councillor in a non-confidential session of a Council Meeting. The Councillor shall then repay Council the value within four weeks of the determination.
- (3) Council facilities, equipment and services are not to be used to produce election material or for any other political purposes.
- (4) Unless otherwise stated, no entitlement under this Policy shall be treated as being a private benefit that requires a reduction in the Mayoral or Councillor fees.

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6.2 Specific provision of equipment and facilities for Councillors

6.2.1 Stationery and other items

(1) Each Councillor may receive:

- (a) 2500 sheets of plain white A4 paper per year;
- (b) 500 plain white DLE envelopes per year;
- (c) 500 business cards per year in a format agreed by each Councillor;

the year commencing from the date of election to Council and each subsequent anniversary.

Additional supplies of the above stationery items may be provided by the General Manager if considered warranted having regard to the particular needs of any Councillor.

- (2) Each Councillor may be issued from time to time with name badges, a security access card, ties/scarves and other corporate apparel or accessories for personal use. Security access cards are required to be returned when the Councillor ceases to hold office.
- (3) Stationery is not to be used to produce election material or for any other political purpose.

Timeframe	Maximum amount
Per annum	2,500 sheets of plain A4
Per annum	500 plain white DLE envelopes
Per annum	500 business cards

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6.2.2 Home Office and Equipment

- (1) The following equipment and facilities may be provided by Council at a location nominated by the Councillor:
- a personal computer with office and related software (up to a total value of \$3,000)
 - a printer which may include or have attached facilities for facsimile, scanning, photocopying and telephone answering (up to a total value of \$1,000)
 - an iPad or other tablet device (up to a total value of \$1,000)

All amounts stated are exclusive of GST.

Timeframe	Maximum amount
Per term	PC up to \$3,000
Per term	Printer up to \$1,000
Per term	iPad equivalent up to \$1,000

- (2) Alternatively to (1) above, Councillors may choose to be provided with, or receive reimbursement for, information technology equipment and/or software to a total of \$4,000 per term. This clause is to commence following the conduct of the 2016 Local Government election.

6.2.3 Parking

- (1) Councillors shall be provided with allocated parking at the Civic Centre for attendance at meetings and functions in the performance of their role as a Councillor and be provided with a parking permit sticker for use when parking in the Civic Centre Car Park. Council will not indemnify Councillors for any damage to their vehicles while utilising this facility.
- (2) No other parking concessions within the City of Ryde will be granted.

6.2.4 Secretarial Support

- (1) Secretarial support may be provided at the discretion of the General Manager for each Councillor at the Civic Centre. This may include typing, photocopying or use of a telephone. All expenses incurred, including the cost of staff, shall be met by the Council.

6.2.5 Delivery of Material

- (1) At least once each week, each Councillor may receive a delivery of material from Council including business papers, correspondence, newspapers etc delivered to one property address nominated by the Councillor.

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6.2.6 Council Meeting Chamber and Library Meeting Rooms

- (1) Councillors may use the Council Meeting Chamber or access the meeting rooms at the library as available and in accordance with the relevant booking process, for the purposes of meeting with the public during operating hours and free of charge. The nature of the meeting must relate to Council business.
- (2) Council facilities are not to be used for any political purpose.

7. Additional provisions for the Mayor

7.1 Mayoral Office

- (1) A furnished Mayoral Office shall be provided by the Council at the Civic Centre, including a computer with office and related software (including access to email and internet).

7.2 Secretarial Support

- (1) Secretarial support shall be provided by the Council. All necessary staff, office equipment, furnishings, printing, stationery, postage and other general office expenses shall be met by the Council, subject to adequate funds being available in the Council's adopted Delivery Plan.

7.3 Motor Vehicle *and other Travel Facilities*

Regulation – Clause 403 – Section 252

A policy, under section 252 of the Act, must not include any provision enabling a council to make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular Councillor, other than a Mayor.

Guidelines

Generally, a fully serviced and maintained vehicle, including a fuel card, should be provided for the sole use of the Mayor.

Councillors, including the Mayor, should only obtain incidental private benefit from the provision of a motor vehicle for official use unless the Policy specifically provides for private use and has a mechanism in place for a payment to be made for that private use.

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- (1) A Toyota Camry Hybrid Level 2 (or general equivalent) shall be provided by the Council and shall be fully maintained for use by the Mayor for Council related business. The vehicle may be used for incidental private purposes by the Mayor.
- (2) Should substantial private use occur the Mayor is to reimburse to Council the cost of this private use, which will be calculated using the mileage rates prescribed in the relevant legislation or policies applicable to employees of Council.
- (3) A car parking space shall be allocated at the Civic Centre for the Mayoral vehicle.
- (4) Should the Mayor elect not to make use of the vehicle for the length of their term, it will be disposed of appropriately. The Mayor will be entitled to reimbursement for all Council related travel expenses in accordance with the mileage rates prescribed in the relevant legislation or policies applicable to employees of Council.
- (5) Reimbursements will be made upon the production of an appropriate vehicle mileage log and the completion of a "Request for Councillor Reimbursement" form.
- (6) ***Additionally, the Mayor is entitled to a Cabcharge card for travel on Council related business. The card is not to be used for private travel and the card is not to be used to provide gratuities to drivers.***

The Cabcharge card is to be used in accordance with the City of Ryde Credit Card policy. Cabcharge receipts are to be collected and submitted to Council for reconciliation against monthly statements, and the cardholder is required to immediately inform Council should the card be lost or stolen.

It should be noted that Cabcharge allocates each card to a name, not a position. This means that a new card will need to be requested, whenever there is a change of Mayor.

7.4 Ceremonial Clothing

- (1) The Mayor shall be supplied with a suitable robe and chains of office.

7.5 Other equipment and facilities

- (1) In addition to equipment and facilities already provided to the Mayor as a Councillor, the Mayor shall be entitled to the following equipment and facilities:
 - (a) an additional 500 business cards per year of term in a format agreed by the Mayor,
 - (b) 200 Christmas Cards per year of term,
 - (c) corporate attire and presentation gifts for use in connection with civic and ceremonial functions for example: tie, scarfs, mementos
- (2) The General Manager shall have discretion to provide the Mayor with further equipment and facilities, not otherwise specified in this Policy, subject to funding being made

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available in the adopted Delivery Plan, and that the provision of such equipment or facilities is reasonable for the efficient and effective performance of the Office of the Mayor. Should the General Manager exercise his/her discretion to provide the Mayor with further equipment and facilities, not otherwise specified in this Policy, a report detailing the provision shall be presented to Council.

Timeframe	Maximum amount
Per annum	200 Christmas cards
Per annum	Additional 500 business cards

8. Acquisition and return of equipment and facilities by Councillors

Guidelines

Council should provide details of arrangements for Councillors to return equipment and other facilities to Council after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.

The policy should provide the option for Councillors to purchase Council equipment previously allocated to them at the cessation of their duties. If the item is for sale it should be purchased at an agreed fair market price or written down value.

- (1) Prior to the conclusion of a Council term, all Councillors will be invited to indicate if they wish to purchase the following:
 - Laptop or computer provided by Council
 - Printer provided by Council
 - iPad or equivalent provided by Council and/or
 - any phone provided by Council
- (2) Councillors will be advised of the written down value of each item prior to seeking the above indication.
- (3) Where possible, payment for any items a Councillor wishes to purchase will be deducted from the Councillor's fee. Where this is not possible, an invoice will be prepared for the Councillor to make the appropriate payment.
- (4) Councillors no longer holding a position as Councillor will be required to return all equipment not purchased within one week of the declaration of the polls to the Group Manager, Corporate Services at Council's Civic Centre.

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9. Management, review and reporting of this Policy

9.1 Adoption and amendment of Policy

Act – Section 252

- (1) Within 5 months after the end of each year, a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
- (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
- (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
- (4) A council may from time to time amend a policy under this section.
- (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

Act – Section 253

- (1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.
- (2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
- (3) Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.
- (4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:
 - (a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and
 - (b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and
 - (c) a copy of the notice given under subsection (1).

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- (5) A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

Act – Section 254

The council or a council committee, all the members of which are councillors, must not close to the public that part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or amended, or at which any proposal concerning those matters is discussed or considered.

9.2 Annual reporting

Act – Section 428 and Regulation – Clause 217

Section 428 of the Act and clause 217 of the Local Government (General) Regulation (“the Regulation”) require Council to include in each Annual Report a copy of the Policy and details of the cost of implementing the Policy.

Act – Section 428 (part)

- (1) Within 5 months after the end of each year, a council must prepare a report as to its achievements with respect to the objectives and performance targets set out in its management plan for that year.
- (2) A report must contain the following:
- (f) the total amount of money expended during the year on mayoral fees and councillor fees, the council’s policy on the provision of facilities for use by councillors and the payment of councillors’ expenses, together with a statement of the total amount of money expended during that year on the provision of such facilities and the payment of such expenses.

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Regulation – Section 217 (part)

- (1) For the purposes of [section 428](#) (4) (b) of [the Act](#), an annual report of a council is to include the following information:
- (a1) details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:
- (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
- (ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
- (iii) the attendance of councillors at conferences and seminars,
- (iv) the training of councillors and the provision of skill development for councillors,
- (v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (vii) the expenses of any spouse, partner or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW prepared by the Director-General from time to time,
- (viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions.

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10. Other Government and Council Policy provisions

This Policy has been prepared with reference to other Government and Council Policy provisions as follows:

- (1) Division of Local Government Circular No. 09-36, 7 October 2009, *"Release of Revised Councillor Expenses and Facilities Guidelines"*
- (2) Division of Local Government Publication, *"Guidelines for the Payment of Expenses and Provision of Facilities to Mayors and Councillors in NSW, October 2009"*
- (3) Department of Local Government Circular No. 05-08, 9 March 2005, *"Legal Assistance for Councillors and Council Employees"*
- (4) ICAC Publication *"No excuse for misuse"*, November 2002
- (5) City of Ryde *"Code of Conduct – Policy, Standards of Conduct, and Complaints Procedure"*

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11. Attendance at Conferences – supplementary City of Ryde provision

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 NSW Annual Conference – the number of voting delegates plus one (to a maximum of eight Councillors). Details of the delegates and attendee are 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 two (2) months following 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. This action is not required for the Local Government NSW Annual Conference or the Australian Local Government Association Conference.
5. No Councillor can attend a conference at Council's expense 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 dependent 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 Expenses and Facilities for the Mayor and other Councillors, Council officers will provide a full report of expenditure and conference attendance by Councillors.

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12 REPORTS DUE TO COUNCIL

Report prepared by: Section Manager - Governance
File No.: CLM/15/1/4/2 - BP15/1301

REPORT SUMMARY

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 8 September 2015 (listing **ATTACHED**).

It should be noted that when this report was last presented to Council on 26 May 2015, there were 28 reports listed and following consideration of that report there were no overdue reports due to Council.

There are currently 46 reports listed in the attachment and following consideration of this report, there will be no overdue reports due to Council.

RECOMMENDATION:

That the report on Outstanding Council Reports be endorsed.

ATTACHMENTS

1 Outstanding Reports to Council - as at 8 September 2015

Report Prepared By:

Amanda Janvrin
Section Manager - Governance

Report Approved By:

John Schanz
Manager - Governance, Risk and Audit

Roy Newsome
Group Manager - Corporate Services

ITEM 12 (continued)

Outstanding Reports

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	NOTICE OF MOTION - AMENDMENT TO VOLUNTARY PLANNING AGREEMENT (VPA) POLICY	15/03/2016	<i>In keeping with the Integrated Open Space Plan, the amended VPA Policy seeking additional open space, was approved by Council at its meeting held on 13 August 2013.</i>
Meeting Date	(b) The Acting General Manager prepare a report identifying how much money Council has for open space acquisition and identify potential purchases for consideration by Council in keeping with the Draft IOSP.	Anticipated date	<i>The Open Space Future Provision Plan is currently under development and will be discussed at a confidential Councillor workshop to be held in November 2013.</i>
14/05/2013		15/03/2016	<i>Workshop deferred to February 2014.</i>
Group		Officer	<i>Workshop further delayed to 18 March due to another workshop needing to take priority.</i>
Community Life		Tatjana Domazet	<i>A response to this resolution will be considered as a part of Section 94A Plan and/or Sport and Recreation Strategy.</i>

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Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	ESTABLISHING AN INTEGRATED YOUTH SERVICE HUB	17/11/2015	<i>Pilot will be evaluated starting in July, as per the Council resolution, with a report back to the Works and Community Committee at completion.</i>
Meeting Date	(d) That following the trial period (2 years), a review of the Integrated Youth Service Hub governance model be undertaken by Community and Culture and reported to Council.	Anticipated date	
23/07/2013		17/11/2015	
Group		Officer	
Community Life		Baharak Sahebekhtiari	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	FLOODPLAIN RISK MANAGEMENT STUDIES - BUFFALO AND KITTYS CREEK & PARRAMATTA RIVER - COMPLETE	16/06/2015	<i>Update 9 March 2015: Consultation on the FloodPlain Risk Management Plan for Buffalo and Kittys Creek has been considered by the Stormwater Flood Management Committee. This matter will be reported to Council on 28 April 2015.</i>
Meeting Date	(c)That a further report be submitted to Council following the completion of the public exhibition period.	Anticipated date	
3/06/2014		16/06/2015	
Group		Officer	
Public Works		Anthony Ogle	<i>Consultation on the FloodPlain Risk Management Plan for Parramatta River and subcatchments will be considered by the Stormwater Flood Management Committee on 22 April 2015. It is expected that this matter will be reported to Council in June / July 2015.</i>
			<i>Update 10 April 2015: Late submissions have raised issues regarding Section 94 certificate notations and the report is now going to be expanded to cover these processes. Accordingly, the FloodPlain Risk Management Plan for Buffalo and Kittys Creek will now be reported to the Works and Community on 21 July 2015.</i>

ITEM 12 (continued)

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*Update 11 May 2015:
The Floodplain Risk Management
Studies for both Buffalo and
Kittys Creek & Parramatta Rivers
will be presented as a combined
report to the Works and
Community on 16 June 2015.*

*Update 3 June 2015:
Report considered at the Works
and Community Committee
meeting on 16 June 2015.*

*COMPLETED (To be removed
following the Council Meeting on
22 September 2015).*

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	CROWN LANDS WHITE PAPER	15/03/2016	<p><i>Update 1 July 2014:</i> <i>Council delivered its submission by the 20 June 2014 deadline. The matter is now in the hands of the Crown. The Strategic Assessment could possibly take many months.</i></p>
Meeting Date	(d) That this matter be further reported to Council once Council has evaluated the Strategic Assessment of the City of Ryde's Crown Land.	Anticipated date	<p><i>Update 30 September 2014:</i> <i>This report will not be presented to Council until the update has been received from the Crown and at this stage, the timeframe is unknown.</i></p>
10/06/2014		15/03/2016	<p><i>Update 11 May 2015:</i> <i>No update received from Crown as at May 2015.</i></p>
Group		Officer	<p><i>Update 3 September 2015:</i> <i>Crown Lands advise that no government response or action is</i></p>
Public Works		Joe So	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	INVESTIGATION INTO NIGHT MARKETS AT EASTWOOD AND OTHER TOWN CENTRES	20/10/2015	<i>Expressions of Interest reviewed by the Eastwood and West Ryde Events and Promotions Committee at its meeting in February and staff are currently developing a consultation plan for local businesses seeking their feedback on the proposals received.</i>
Meeting Date	(b) That Council invite Expressions of Interest for the establishment of a regular Sunday Farmers Market at Eastwood and that the findings of the EOI and the result of consultation with local businesses be reported back to Council for approval.	Anticipated date	<i>The results of the consultation and findings of the Expression of Interest will be reported back to Council when completed.</i>
5/08/2014		20/10/2015	<i>Councillor Information Bulletin with this update provided to Councillors on 2 April 2015.</i>
Group		Officer	<i>An update on the outcome of the survey and planned trial markets will be provided to Councillors through Councillor Information Bulletin in July 2015.</i>
Community Life		Derek McCarthy	<i>Eastwood Ryde Events Committee met with the supplier and requested further information to be reported back to its Committee meeting on 24 August 2015.</i>

ITEM 12 (continued)

ATTACHMENT 1

*Findings will be reported to the
Works and Community
Committee in October 2015.*

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	MAYORAL MINUTE - NAMING OF LOWER EASTWOOD OVAL - COMPLETE	21/07/2015	<i>Council staff have been liaising with representatives from the Eastwood St Andrews Football Club and have sought a formal application from them by May, regarding any renaming proposal.</i>
Meeting Date		Anticipated date	
12/08/2014	(a) That the Acting Group Manager – Community Life, prepare a report in relation to the possible renaming of the Lower Eastwood Oval.	21/07/2015	
Group		Officer	
Community Life		Tatjana Domazet	<i>A report will be provided to Council once an application from the Club has been received.</i>
			<i>Staff have received correspondence from the Eastwood St Andrews Football Club indicating that they will not make a formal application for the renaming of the oval at this stage. The report to Council is no longer required and an update was provided to the Councillors through the Councillor Information Bulletin on 2 July 2015.</i>
			<i>COMPLETED (To be removed following Council Meeting to be held 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type Council	Resolution LICENCE AGREEMENT - PUTNEY AND TENNYSON BOWLING CLUB - COMPLETE	Due Date of Report 11/08/2015	Comments/Update <i>The issue with the private gymnasium at Putney Tennyson Bowling Club has been resolved.</i>
Meeting Date 26/08/2014	(c) That a further report be brought back to Council on the outcomes of any negotiations with the Club, including opportunities for access by additional community groups	Anticipated date 11/08/2015	<i>A report on the licence negotiation was reported to Council on 11 August 2015.</i>
Group Community Life		Officer Tatjana Domazet	<i>COMPLETED (To be removed following Council Meeting to be held 22 September 2015).</i>

Meeting Type Council	Resolution NOTICE OF MOTION - NO SMOKING AT EASTWOOD PLAZA - COMPLETE	Due Date of Report 26/05/2015	Comments/Update <i>Community Consultation Meeting to be held on Saturday, 28 February 2015.</i>
Meeting Date 14/10/2014	In light of a petition received from 240 regular users of the Eastwood Plaza, Council consults with the Eastwood community and local businesses with a view to create a Smoke Free Zone in the Plaza area between appropriate hours, in order to minimise users and school children being exposed to harmful effects of passive smoking. The outcome of the consultation and recommendations are to be reported to the Council meeting.	Anticipated date 23/06/2015	<i>Surveys and Community Consultation has been completed. Report presented to the Council Meeting on 23 June 2015.</i>
Group Environment and Planning		Officer Meryl Bishop	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	COUNCIL'S ARTWORKS COLLECTION	17/11/2015	<i>Review of current processes and investigation of future options for management has commenced.</i>
Meeting Date		Anticipated date	
25/11/2014	(a) That Council staff review the management and display of the artwork collection and prepare a report for Council that informs of its value and significance;	17/11/2015	<i>It is intended that this report will be provided to the Works and Community Committee in November 2015.</i>
Group		Officer	
Community Life	(b) That the Council report include recommendations on innovative options for its ongoing management and display, including guidelines for purchase of new works.	Baharak Sahebekhtiari	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	INVESTMENT PROPERTY MATTER - 741-747 VICTORIA ROAD RYDE - COMPLETE	23/06/2015	<i>Update 6 February 2015: Community consultation, planning and implementation underway in line with OLG Capital Expenditure Guidelines and Council Resolution.</i>
Meeting Date		Anticipated date	
9/12/2014	(c)That a further report be submitted after the adoption of the Delivery Plan 2015-2019 that will address any adverse submissions and detail the proposed community engagement process as prescribed in the Office of Local Government's Capital Works Guidelines.	23/06/2015	<i>Update 3 June 2015: Report presented to the Council Meeting on 23 June 2015.</i>
Group		Officer	
Public Works		Joe So	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MACQUARIE PARK CORRIDOR DEVELOPMENT CONTROL PLAN REVIEW - COMPLETE	23/06/2015	<i>Exhibition scheduled to commence in March and continue through April, with report to Council to follow.</i>
Meeting Date	(c) That the outcomes of the exhibition are reported to Council as soon as practicable after the closure of the exhibition.	Anticipated date	<i>Exhibition scheduled to commence 25 March 2015 closing on 29 April 2015. 5 submissions received.</i>
9/12/2014		23/06/2015	<i>Report presented to the Council Meeting on 23 June 2015.</i>
Group		Officer	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
Environment and Planning		Meryl Bishop	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	142 MORRISON ROAD, PUTNEY – LOT 7362 – DP1166680. Development Application for Installation of Playing Field Lighting at Morrison Bay Park. LDA2014/0289 - COMPLETE	15/07/2015	<i>Acoustic report, Acid Sulphate Management Plan, and Ecological Assessment requested.</i>
Meeting Date	c). That a further report be submitted to Planning and Environment Committee as soon as practical.	Anticipated date 1/09/2015	<i>Re-notification to occur following the provision of the additional information. It is anticipated that the additional information will be provided in June 2015 - this is to ensure the acoustic report contains appropriate and relevant sample data.</i>
Group		Officer Liz Coad	<i>Report presented to the Planning and Environment Committee Meeting on 1 September 2015.</i>
Environment and Planning			<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - INSTALLATION OF A PEDESTRIAN SAFETY BOOM-GATE ON MACPHERSON LANE, MEADOWBANK - COMPLETE	7/08/2015	<i>Update 6 March 2015: Contact has been made with the Italian Bilingual School. Awaiting information from school. The matter is currently scheduled for consideration at the Ryde Traffic Committee meeting to be held on 26 March 2015 and will be reported to the next available Works and Community Committee meeting thereafter.</i>
Meeting Date	(b)That a report be brought back to Council following the meeting, detailing the options available for this site.	Anticipated date 15/09/2015	
Group		Officer Harry Muker	<i>Update 10 April 2015: The meeting with the school has been held. Council staff are still in discussions with the RMS as to what are acceptable treatments. It is anticipated that this matter will be included in a report to an upcoming Ryde Traffic Committee or Works and Community Committee.</i>
			<i>Update 4 June 2015: Treatment options have been discussed with RMS and these options will be given to the School Principle for their consideration of preferred safety treatment. Once Council has</i>

ITEM 12 (continued)

ATTACHMENT 1

received their preference, Council will submit their recommendation to the Works and Community Committee Meeting in early July 2015.

*Update 3 September 2015
Treatments options were considered at the Ryde Traffic Committee in July. The recommendations from this Committee are listed for consideration as a Ryde Traffic Committee item in the 15 September 2015 Works and Community Committee business paper.*

COMPLETED (To be removed following the Council Meeting on 22 September 2015).

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NEW CAR PARK AT EASTWOOD - COMPLETE	Anticipated date	<p><i>Update 13 April 2015: Council has written to the Minister for Transport, inviting the Minister or representative to participate on the Project Consultative Committee. Upon receipt of support from the Minister, the draft Terms of Reference will be established and a report submitted to a future Council Meeting.</i></p>
Meeting Date	(c)Upon receipt of State Government support for the establishment of the Project Consultative Committee, a report be prepared for Council's consideration with proposed Terms of Reference and seeking nominations for membership of the Committee.	Officer	<p><i>Update 3 June 2015: An initial meeting was held with Ryde MP - Hon. Victor Dominello, and a number of Councillors but Transport for NSW did not attend. Council is waiting for an official response from Transport NSW on the matter.</i></p>
Group		Joe So	<p><i>Update 4 June 2015: Council has now received an acknowledgement letter from Minister A. Constance's office with delegated officer to contact. This correspondence will be assigned to the appropriate SUM to initiate a meeting with</i></p>
Public Works			

ITEM 12 (continued)

ATTACHMENT 1

Transport for NSW.

Minutes of the initial Meeting held on 18 May have now been reviewed by the GM and Group Manager and will be distributed to attendees and all Councillors by week ending 5 June 2015.

Update 27 July 2015:

A meeting was held on 20 July 2015 with Hon. Victor Dominello MP, representatives from TfNSW, Councillors and City of Ryde staff. Meetings regarding this matter will continue to take place and Minutes of these meetings will be distributed to Councillors.

Update 3 September 2015:

Due to Transport for NSW (TfNSW) declining membership of any Council Committee, a Project Consultative Committee cannot be established. Therefore a report on the Terms of Reference of this Committee and nominations cannot proceed. On that basis, a report to Council will not be required.

ITEM 12 (continued)

ATTACHMENT 1

As details of the project are communicated to Council including scope, timetable, budgets etc are available, these matters will be provided to Councillors in the form of a CIB Item. Once the matter has progressed to the next stage, a report will be submitted to Council.

COMPLETED (To be removed following the Council Meeting on 22 September 2015).

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MATTER OF URGENCY – TREE IN BANK STREET, MEADOWBANK	20/10/2015	<i>The Tree Preservation DCP and Tree Policy to be reviewed by Council's Audit and Risk Committee at its September 2015 meeting prior to being reported back to Council.</i>
Meeting Date	To improve Council's response on such matters in the future, the following actions be undertaken:	Anticipated date	
10/03/2015	<p>1. That the General Manager undertake a comprehensive review of the Tree Preservation DCP to ensure that assessment criteria for tree pruning and removal remain appropriate;</p> <p>2. That the General Manager review Council's adopted processes and procedures in relation to the procurement of quotes for tree removal and/or pruning to prevent delays occurring in relation to unsafe trees;</p> <p>3. That the General Manager contact Ausgrid and other relevant utility providers with a view to establishing agreement on faster response timeframes for unsafe trees; and</p> <p>4. That the General Manager prepare a report to Council on the outcomes of the abovementioned reviews and recommended actions for Council's consideration.</p>	20/10/2015	<i>Update 8 September 2015: Public Works Operations Unit has completed Item 3 and Council procedures have been updated accordingly.</i>
Group	General Manager	Officer	
		Gail Connolly	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	NOTICE OF MOTION - CRICKET STUMPS - COMPLETE	1/09/2015	<i>The cricket stumps and associated line marking at both Gannan Park and Marsfield Park have now been complete in time for cricket season which begins in September.</i>
Meeting Date		Anticipated date	
10/03/2015	(b)That Council investigate the cost of installation of appropriate rubber sheet barriers at the practice cricket nets throughout the City of Ryde and report back to the Works and Community Committee with a recommendation.	1/09/2015	<i>This report was presented to Works and Community Committee on 1 September 2015.</i>
Group		Officer	
Community Life	(d)That Council investigate the upgrading of Meadowbank Park cricket facility and report back to the Works and Community Committee.	Tatjana Domazet	<i>COMPLETED (To be removed following Council Meeting to be held 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	VEGETATION MAPPING INFORMATION USED BY CITY OF RYDE	20/10/2015	<i>The Tree Preservation DCP to be reviewed by Council's Audit and Risk Committee at its September 2015 meeting prior to being reported back to Council.</i>
Meeting Date	(a)That Council adopt the Office of Environment and Heritage's Sydney Metropolitan Catchment Vegetation Mapping 2013 as an interim measure as the primary reference for the presence of vegetation in Ryde.	Anticipated date	<i>The Vegetation Mapping will be be considered in conjunction with the Tree Preservation DCP.</i>
24/03/2015	(b)That part (a) be reviewed in conjunction with the report back to Council on the comprehensive review of the Tree Preservation DCP.	20/10/2015	
Group		Officer	
General Manager		Gail Connolly	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	EASTWOOD BIKE ROUTE - ROWE STREET EAST	20/10/2015	<p><i>Update 11 May 2015:</i> <i>Councillor Information Bulletin provided on 7 May 2015, advising that a detailed study is required to identify alternative proposed cycleway routes. It is anticipated that a report will be presented to the Works and Community Committee in QTR 1 2015, after consultation with the Bicycle Advisory Committee.</i></p> <p><i>Update 3 September 2015:</i> <i>The alternate cycle route for Rowe Street east was tabled at the Bicycle Committee meeting held on 31 August. Staff are awaiting a response from the Bicycle Committee members, particularly Bike North as to the preferred route option of and this will be minuted in the Committee Minutes.</i></p> <p><i>It is proposed to report this matter to the 20 October 2015 Works and Community Committee meeting.</i></p>
Meeting Date	(f)That a report be presented to the next Works and Community Committee Meeting regarding the best cycle route from the intersection at the traffic lights of First Avenue and Blaxland Road to Eastwood Station.	Anticipated date	
14/04/2015		20/10/2015	
Group		Officer	
Public Works		Harry Muker	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	PLANNING PROPOSAL 461- 495 VICTORIA ROAD (BUNNINGS)	13/12/2016	<i>Update 11 May 2015: Date for report is tentative and will be updated when further information on Bunnings development is available.</i>
Meeting Date	(c)That Council adopt the following for inclusion in the Bunnings Gladesville Traffic and Parking Study:	Anticipated date	<i>Update 3 September 2015:</i>
28/04/2015	i. Trial full closure of College Street to be implemented prior to Bunnings commencing construction (at no cost to Council by Bunnings). The trial shall be reviewed after 12 months of operation of the Bunnings store and the results reported back to Council at that time. The applicant shall cover the full cost of the traffic review, surveys and any supporting technical studies.	13/12/2016	<i>Nil.</i>
Group		Officer	
Public Works		Harry Muker	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	NOTICE OF MOTION - EASTWOOD MURAL - COMPLETE	1/09/2015	<i>To be addressed at the Eastwood and West Ryde Events and Promotions Committee end May 2015. Following the Committee's approval, Council staff will seek quotes and concept plan for reporting back to Council. Updates will be provided in the Councillor Information Bulletin.</i>
Meeting Date	(a)That the General Manager, through the Eastwood and West Ryde Events and Promotions Committee, facilitate a meeting with the Ryde Community Forum to explore the options for the creation of a Community Mural on the Eastwood Library wall as part of Moon Festival in September 2015.	Anticipated date	<i>This report was presented to Works and Community Committee on 1 September.</i>
28/04/2015	(b)That the recommendations of the meeting be reported to Council prior to any action being taken in respect to creation of any mural.	1/09/2015	<i>COMPLETED (To be removed following Council Meeting to be held on 22 September 2015).</i>
Group		Officer	
Community Life		Derek McCarthy	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	DRAFT FOUR YEAR DELIVERY PLAN 2015/2019 INCLUDING ONE YEAR OPERATIONAL PLAN 2015/2016 - COMPLETE	9/06/2015	<i>Report presented to the Council Meeting on 23 June 2015.</i>
Meeting Date		Anticipated date	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
28/04/2015	c) That following the public exhibition period detailed in part (b), Council consider all public submissions at its meeting to be held on Tuesday, 9 June 2015 prior to formally adopting its Four-Year Delivery Plan 2015/2019 including the One-Year Operational Plan 2015/2016.	23/06/2015	
Group		Officer	
Corporate Services		Roy Newsome	

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	VOLUNTARY PLANNING AGREEMENT POLICY REVIEW - COMPLETE	4/08/2015	<i>Exhibition closes 9 June 2015.</i>
Meeting Date		Anticipated date	<i>Report presented to Council on 14 July 2015.</i>
28/04/2015	(b)That the outcomes of the public exhibition of the City of Ryde draft Voluntary Planning Agreements Policy be reported to Council.	4/08/2015	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
Group		Officer	
Environment and Planning		Meryl Bishop	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	FIT FOR THE FUTURE UPDATE - COMPLETE	9/06/2015	<i>Report presented to the Council Meeting on 9 June 2015.</i>
Meeting Date		Anticipated date	
12/05/2015	(d) That Council note this matter will be reported back to Council at a meeting in June 2015.	9/06/2015	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
Group		Officer	
Corporate Services		Roy Newsome	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RYDE CIVIC HUB COMMITTEE - PROPOSED TERMS OF REFERENCE - COMPLETE	22/09/2015	<i>This matter will be included in a workshop for Councillors in mid July 2015 in discussing the review of the Council/Committee Meeting Structure with a report to be presented to Council in September 2015.</i>
Meeting Date	(d)That Council note that the Code of Meeting Practice will be updated with the necessary changes and a report to Council, following the workshop held in mid 2015.	Anticipated date	
12/05/2015		22/09/2015	
Group		Officer	
Corporate Services		Roy Newsome	<i>Revised Draft Code of Meeting Practice and report presented to Council at its meeting on 8 September 2015.</i>
			<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - SKATE PARK	15/12/2015	<i>An initial meeting has been organised to discuss membership of the Skate Park Working Party and an option to expand Ryde/Gladesville skate park.</i>
Meeting Date	(a)That in a further demonstration of Council's scale and capacity (Fit for the Future), the General Manager prepare a report to Council on options to expand or enhance the Ryde/Gladesville Skate Park.	Anticipated date	<i>Skate Park Working Group meeting to be held in September and an update on the outcome of the meeting will be provided to Councillors via the Councillor Information Bulletin.</i>
12/05/2015		15/12/2015	
Group		Officer	
Community Life		Tatjana Domazet	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	OPTIONS TO CONDUCT A WINE AND MUSIC FESTIVAL	20/10/2015	<i>It is intended that this report will be provided to the Works and Community Committee Meeting in October 2015.</i>
Meeting Date	c) That the General Manager undertake a comprehensive review of the City's existing events program and processes and prepare a report to Council detailing:	Anticipated date	
26/05/2015	<ul style="list-style-type: none"> i. Existing community, cultural and sporting events, community celebrations, markets, awards programs and commemorations throughout the year; ii. Major events and community festivals; iii. Current event processes and customer satisfaction including the provision of logistical, approval and planning support, financial assistance and event attraction; iv. A risk analysis, including the benefits and dis-benefits to the City of Ryde (reputational, economic or otherwise); and v. An analysis of the existing annual budget for City events and recommendations for any future City events program. 	20/10/2015	
Group		Officer	
Community Life		Meryl Bishop	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MATTER OF URGENCY - CITY OF RYDE GROUND CLOSURES - COMPLETE	27/10/2015	<i>A Councillor briefing to be held on 28 July 2015.</i>
Meeting Date	(a)That the General Manager report back to Councillors the circumstances surrounding the ground closures on the weekend of 23/24 May 2015.	Anticipated date	<i>At the Councillor briefing held on 28 July, Councillors were provided with information regarding the circumstances surrounding the ground closures on the weekend of 23/24 May 2015.</i>
26/05/2015		27/10/2015	
Group		Officer	
Community Life		Tatjana Domazet	<i>COMPLETED (To be removed following Council Meeting to be held on 22 September 2015).</i>

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MATTER OF URGENCY - CITY OF RYDE GROUND CLOSURES	16/02/2016	<i>A Councillor briefing to be held on 28 July 2015 with a report to be submitted to the next available Council meeting.</i>
Meeting Date	(d)That a revised policy and recommendations be reported back to the next available Council meeting, following the next Sport and Recreation Advisory Committee meeting.	Anticipated date	<i>Actions from the Councillor Workshop held on 28 July to be undertaken and appropriate way forward to be identified. Report will be prepared for the Works and Community Committee Meeting in February 2016.</i>
26/05/2015		16/02/2016	
Group		Officer	
Community Life		Simon James	
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Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	FIT FOR THE FUTURE – JOINT RESPONSE FROM THE COUNCILS OF HUNTER’S HILL, LANE COVE AND CITY OF RYDE - COMPLETE	23/06/2015	<i>Report presented to the Council Meeting on 23 June 2015.</i>
Meeting Date	(f)That Council endorse undertaking a targeted advocacy program with both Lane Cove and Hunter’s Hill Councils, between July and November 2015, on an equal basis in sharing costs to a maximum of \$30,000 (to be approved by Council) as detailed in the report and delegates to the Mayor and the General Manager the authority to undertake this action post 30 June 2015;	Anticipated date	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
9/06/2015		23/06/2015	
Group		Officer	
Corporate Services		Roy Newsome	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	FORESHORE PROGRAM SEAWALL - MEADOWBANK - COMPLETE	23/06/2015	<i>Update 3 September 2015: Reported to Council on 23 June 2015.</i>
Meeting Date		Anticipated date	
9/06/2015	(a)That an amount of \$200,000 be added to the draft Operational Plan 2015 – 2016 Foreshore Program funded from the Section 94 Reserve prior to it being reported back to Council on 23 June 2015.	23/06/2015	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
Group		Officer	
Public Works	(b)That the draft 2015 - 2019 Delivery Plan, Four Year Foreshore Program – Seawalls / Retaining Walls Refurbishment Renewal Project, be amended as detailed in this report prior to it being reported back to Council on 23 June 2015.	John Todd	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - INSTALLATION OF NETBALL RINGS	15/12/2015	<i>It is anticipated that this report will be presented to the Works and Community Committee Meeting in December and will be linked to the findings of the Sport and Recreation Strategy.</i>
Meeting Date	(a)That Council officers investigate and identify parks within the LGA that would be suitable for installation of netball rings, and report to Council. The report should also include a budget for the installation of netball rings that could be considered in the next Council quarterly budget review.	Anticipated date	
23/06/2015		15/12/2015	
Group	(b)That Council officers investigate installation of an additional netball court at Norma Woods netball courts Meadowbank.	Officer	
Community Life	©That Council officers report back on the condition of the Brush Farm Park paved netball courts and what works would be required to bring these courts to the same standard as the Norma Woods courts at Meadowbank.	Tatjana Domazet	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	EASTWOOD PLAZA - SMOKE FREE ZONE	16/02/2016	<i>Trial ends January 2016.</i>
Meeting Date	(c)That following the six month trial, Council receives a subsequent report detailing the results of the trial.	Anticipated date	<i>Report being prepared for the Works and Community Committee Meeting in February 2016.</i>
23/06/2015		16/02/2016	
Group		Officer	
Environment and Planning		Dyalan Govender	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	EASTWOOD MURAL MOON FESTIVAL 2015 - COMPLETE	1/09/2015	<i>A late report will be presented to the Works and Community Committee on 1 September 2015, following the Eastwood West Ryde Events Committee review on 24 August.</i>
Meeting Date	(e) That the concept design be reported back to Council for approval prior to the work commencing.	Anticipated date	<i>Concepts from the Eastwood West Ryde Events Committee and The Ryde Community Forum have been provided to the contractor for designs.</i>
28/07/2015		1/09/2015	<i>This report was presented to the Works and Community Committee on 1 September 2015.</i>
Group		Officer	<i>COMPLETED (To be removed following Council Meeting to be held 22 September 2015).</i>
Community Life		Derek McCarthy	

ITEM 12 (continued)

Meeting Type Council	Resolution COMMUNITY GRANTS POLICY REVIEW - Historical Grants	Due Date of Report 17/11/2015	Comments/Update <i>Councillor workshop scheduled for 27 October 2015.</i>
Meeting Date 28/07/2015	That this matter be referred back to Council staff for further consideration and a workshop to be held with Councillors.	Anticipated date 17/11/2015	<i>Report to be presented to the Finance and Governance Committee Meeting in November 2015.</i>
Group Community Life		Officer Baharak Sahebekhtiari	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	120-124A VICTORIA ROAD, GLADESVILLE. LOTS 1 and 2 DP 552766 and LOT A DP 439417. Local Development Application for construction of a six storey residential flat building with forty six (46) apartments and basement parking containing fifty six (56) car parking spaces. LDA2014/0379 - COMPLETE	18/08/2015	<i>Report presented to the Planning and Environment Committee Meeting on 18 August 2015.</i>
Meeting Date			<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
28/07/2015	That Local Development Application No 2014/0379 at 120-124A Victoria Road Gladesville, being LOTS 1 and 2 DP55766 and LOT A DP439417 be deferred for a further report in respect of the issues in the late submissions.	Anticipated date 18/08/2015	
Group		Officer	
Environment and Planning		Liz Coad	

ITEM 12 (continued)

Meeting Type Council	Resolution LEGAL ACTION AGAINST RATEPAYER - SALE OF LAND FOR UNPAID RATES	Due Date of Report 20/10/2015	Comments/Update <i>Report being prepared for the Finance and Governance Committee Meeting on 20 October 2015.</i>
Meeting Date 28/07/2015	(b) That a further report to Council be prepared when this matter is ready to proceed, by the end of October 2015.	Anticipated date 20/10/2015	
Group Corporate Services		Officer Roy Newsome	
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Meeting Type Council	Resolution NOTICE OF MOTION - NORTH WEST SYDNEY KOALAS - ELS Hall Park	Due Date of Report 15/12/2015	Comments/Update <i>Meeting to be conducted with North West Sydney Koalas to discuss their requirements. An update regarding the outcome of this meeting will be provided to Councillors via the Councillor Information Bulletin. Further report on the options available to Council will be submitted to the Works and Community Committee Meeting in December</i>
Meeting Date 28/07/2015	That the General Manager provide a further report to the Works and Community Committee as soon as practicable.	Anticipated date 15/12/2015	
Group Community Life		Officer Tatjana Domazet	
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ITEM 12 (continued)

Meeting Type Works and Community	Resolution TENNYSON PARK PROPOSED DINGHY RACK INSTALLATION	Due Date of Report 15/03/2016	Comments/Update <i>Report to be submitted to the Works and Community Committee by March 2016.</i>
Meeting Date 11/08/2015	(d)That a review of fees for storage of dinghies be undertaken and reported to the Works Committee. This report is to include the rates paid in other local government areas.	Anticipated date 15/03/2016	
Group Community Life		Officer Tatjana Domazet	
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Meeting Type Council	Resolution PROPOSED AMENDMENTS TO NORTH RYDE STATION PRECINCT DEVELOPMENT CONTROL PLAN	Due Date of Report 9/02/2016	Comments/Update <i>Exhibition closes on 23 September 2015.</i>
Meeting Date 11/08/2015	(b)That the outcomes of the exhibition are reported back to Council.	Anticipated date 9/02/2016	<i>Report being prepared for the Planning and Environment Committee Meeting in February 2016.</i>
Group Environment and Planning		Officer Dyalan Govender	
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ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	ESTABLISHMENT OF EAST WARD EVENTS AND PROMOTIONS COMMITTEE	20/10/2015	<i>Advertising for Expressions of Interest for Committee members is underway. Nominees will be reported back to the Finance and Governance Committee Meeting in October for approval.</i>
Meeting Date	(a) That Council approve the Draft Terms of Reference for the East Ward Events and Promotions Committee to be considered at the first Committee meeting and returned to Council for final approval.	Anticipated date	
11/08/2015		20/10/2015	
Group	(d) That Council approves the advertising for Expressions of Interest for Committee members and that the nominees are reported back to Council for approval.	Officer	
Community Life		Derek McCarthy	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	PUTNEY TENNYSON BOWLING AND COMMUNITY CLUB - DRAFT LICENCE AGREEMENT	16/02/2016	<i>Letter advising of Council resolution sent to the Club.</i>
Meeting Date		Anticipated date	
11/08/2015	(c)That Council delegate to the General Manager the authority to negotiate the terms of a future lease/licence generally in accordance with Option 2 as detailed within this Report.	16/02/2016	<i>Amendment to the Plan of Management to be advertised during late September/ early October.</i>
Group		Officer	
Community Life	(d)That Council receive a further report on the matter following finalisation of the General Manger's negotiations under point (c) above.	Meryl Bishop	<i>Report to be presented to the Finance and Governance Committee Meeting in February 2016.</i>

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - OUTDOOR PAVED AREAS IN EASTWOOD	16/02/2016	<i>It is intended that this report will be presented to the Works and Community Committee Meeting in February 2016.</i>
Meeting Date		Anticipated date	
25/08/2015	That a report be prepared for Council's consideration which investigates the building of more outdoor paved and shaded areas around the Eastwood Town Centre in order to accommodate expected future growth in recreational needs of residents.	16/02/2016	
Group		Officer	
Community Life		Meryl Bishop	

ITEM 12 (continued)

Meeting Type Council	Resolution SPECIAL RATE VARIATION RESOURCING AND WORKFORCE PLAN	Due Date of Report 15/03/2016	Comments/Update
Meeting Date 25/08/2015	(b)That a review of workforce requirements be undertaken and reported back to Council in February 2016 to confirm that the foreshadowed resourcing requirements (of a further 9 FTE positions) are required for the 2016/17 year.	Anticipated date 15/03/2016	
Group Public Works		Officer Joe So	
Meeting Type Council	Resolution ELS HALL PARK FIELD 1 SYNTHETIC TURF UPGRADE – FUNDING OPTIONS	Due Date of Report 15/12/2015	Comments/Update <i>This matter will be considered as part of the Synthetic Turf Action Plan, due to be reported to the Works and Community Committee Meeting in December 2015.</i>
Meeting Date 25/08/2015	(b)That this matter be reported back to Council in conjunction with the Draft Synthetic Turf Action Plan (including a Draft Implementation Plan) that will review and confirm the cost benefit analysis of synthetic sports fields in the City of Ryde to ensure the community is achieving value for money.	Anticipated date 15/12/2015	
Group Community Life		Officer Meryl Bishop	

ITEM 12 (continued)

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	COUNCIL'S PROPOSED MEETING STRUCTURE 2015-2016 - COMPLETE	8/09/2015	<i>Revised Draft Code of Meeting Practice and report presented to Council at its meeting on 8 September 2015.</i>
Meeting Date		Anticipated date	
25/08/2015	(d)That a further report be provided to Council at its meeting of 8 September 2015 on a revised draft Code of Meeting Practice for public exhibition which reflects Council's preferred structure and cycle Option, together with the Terms of Reference for the new Finance and Governance Standing Committee and the other changes necessary to the Code as detailed in this report.	8/09/2015	<i>COMPLETED (To be removed following the Council Meeting on 22 September 2015).</i>
Group		Officer	
Corporate Services		Roy Newsome	

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	CRICKET FACILITIES IN THE CITY OF RYDE	15/03/2016	<i>It is anticipated that this report will be presented to the Works and Community Committee Meeting in March 2016 and will be linked to the findings of the Sport and Recreation Strategy.</i>
Meeting Date		Anticipated date	
1/09/2015	(d)That Council continues to liaise with Cricket NSW, Northern District and Inner West Cricket Associations and other local cricket clubs on funding partnership opportunities for the cricket practice facilities at Meadowbank Park and Morrison Bay Park and the outcomes of the discussions will be reported to Council for consideration.	15/03/2016	
Group		Officer	
Community Life		Tatjana Domazet	

PRECIS OF CORRESPONDENCE**1 PRECIS OF CORRESPONDENCE - FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT**

Report prepared by: Chief Financial Officer
File No.: COR2014/978 - BP15/1291

CORRESPONDENCE:

Submitting correspondence from Local Government New South Wales and Australian Local Government Association dated 13 August 2015, regarding Financial Assistance Grants to Local Government.

RECOMMENDATION:

That Council endorse the Mayor, on behalf of the City of Ryde write to the Deputy Prime Minister and Minister for Infrastructure and Regional Development, the Hon Warren Truss MP, highlighting the importance of Financial Assistance Grants and seeking the Minister to support the restoration of the indexation of Financial Assistance Grants, as soon as possible

ATTACHMENTS

- 1 Letter from Local Government NSW regarding Financial Assistance Grants to Local Government

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

PRECIS OF CORRESPONDENCE 1 (continued)

ATTACHMENT 1



Our ref: R90/0835-11 Out - 23899

13 August 2015

Cr Bill Pickering
Mayor
Ryde City Council
Locked Bag 2069
NORTH RYDE NSW 1670

Dear Cr Pickering

Financial Assistance Grants to Local Government

As you would be aware, Local Government NSW is a member of the Australian Local Government Association (ALGA) and continues to work closely with the national body on the campaign to restore indexation to Financial Assistance Grants (FAGs). The campaign is now beginning to gain momentum on a few fronts – welcome news which aligns well with LGNSW's push to ensure Local Government reform includes solutions to systemic funding problems such as cost-shifting and flaws in the rating system.

Councils across Australia continue to pass resolutions acknowledging the importance of the FAGs in facilitating the delivery of essential services for their communities, with around 200 (35%) reporting that such a resolution has been passed. This is a good start, and LGNSW commends those NSW Councils who have passed the FAGs resolution – particularly in the intense period during which Council resources have been focused on preparing and lodging Fit for the Future submissions. With submissions now lodged and under review by IPART, LGNSW is urging Member Councils who have yet to pass a FAGs resolution to consider doing so.

A draft resolution is attached for this purpose, and your support would be welcomed by your fellow Councils. Once passed, it would be greatly appreciated if Councils could advise LGNSW, thereby allowing us to help ensure a strong combined NSW voice is included in this national campaign.

On the political front, the FAGs campaign saw the Federal Opposition in June draw a direct link between the freeze to FAGs indexation and its agreement with the Government to support the provision of a \$1.105 billion boost to Roads to Recovery funding. The increased funding will apply over the next two years, using revenue from the reintroduced fuel excise indexation.

In NSW, LGNSW's submission to the NSW Parliamentary Inquiry into Local Government included evidence of the impact the FAGs indexation freeze has had on our Councils, sparking significant interest from the Committee in the need to "fix the funding first".

These are major achievements showing the effective cut-through and influence of our actions and messages - but we can't stop there.

LOCAL GOVERNMENT NSW
GPO BOX 7000 SYDNEY NSW 2001
18, 28 MARGARET ST SYDNEY NSW 2000
T 02 8242 4000 F 02 8243 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 263 013 882

PRECIS OF CORRESPONDENCE 1 (continued)

ATTACHMENT 1

It is important that each council acknowledges the receipt of FAGs from the Commonwealth in their council documentation. The end of the 2014-15 financial year creates an excellent opportunity for your council to acknowledge FAGs in your annual report, demonstrating to both government and your community the significant role of FAGs in the long-term financial sustainability of your council and local government.

We're also seeking to continue the campaign's political momentum through advocacy at the highest levels of government. To this end we are asking you to write to the Deputy Prime Minister and Minister for Infrastructure and Regional Development, the Hon Warren Truss MP, raising the issue of financial sustainability of Local Government, the importance of FAGs to your own council's budget and sustainability, and urging Minister Truss to support the restoration of the indexation of FAGs as soon as possible.

It would be hugely appreciated if you could copy in or otherwise advise LGNSW on any activities you undertake in support of the campaign, including writing to the Deputy Prime Minister, passing a resolution that acknowledges the importance of FAGs to crucial service delivery, and including an acknowledgment in your annual report. This allows the Association to report campaign activity by NSW councils to ALGA, enabling them to present a stronger and more cohesive case to the Federal Government.

Thank you for your commitment to the local government sector and your assistance in our campaign to restore the indexation of FAGs as soon as possible.

Yours sincerely



Cr Keith Rhoades
President
Local Government NSW



Mayor Troy Rickard
President
Australian Local Government Association

**2 EXECUTION OF PLANNING AGREEMENT - NORTH RYDE STATION
PRECINCT - REGIONAL ROAD UPGRADES**

Report prepared by: Administration Officer
File No.: VPA2015/1 - BP15/1343

CORRESPONDENCE:

Submitting correspondence (**ATTACHMENT 1**) from NSW Government – Planning and Infrastructure dated 30 August 2015 advising that the Voluntary Planning Agreement (**ATTACHMENT 2**) has now been finalised and is signed by the Minister For Planning and by Landcom trading as Urban Growth NSW for the delivery of three regional road upgrades at the North Ryde Station Precinct (the Precinct).

Correspondence also confirms the Department’s commitment to continuing to work closely with Council and the Road and Maritime Services (RMS) to finalise the terms of a transport infrastructure contribution deed to secure the delivery of the remaining regional road upgrades identified for the Precinct.

Discussions in this respect are proceeding and the draft deed is in the course of being prepared by RMS.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

- 1 Execution of Planning Agreement for regional road upgrades - North Ryde Station Precinct, Letter from Simon Officer, NSW Department of Planning and Infrastructure
- 2 Voluntary Planning Agreement

Report Prepared By:

Sammie Kwon
Administration Officer

Report Approved By:

Sam Cappelli
Acting Group Manager - Environment and Planning

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 1



Ms Gail Connolly
General Manager
City of Ryde Council
Locked Bag 2069
North Ryde NSW 1670

Our ref: 15/11254

Dear Ms Connolly

Execution of Planning Agreement for regional road upgrades - North Ryde Station Precinct

I am writing to advise that the Voluntary Planning Agreement requiring the delivery of three regional road upgrades at North Ryde Station Precinct has been finalised and signed by the Minister and UrbanGrowth NSW.

Please find enclosed a copy of the signed Voluntary Planning Agreement and Explanatory Note for your records.

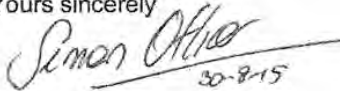
As you are aware, a condition of State Significant Development Application (SSD 5093) required UrbanGrowth NSW to enter into a planning agreement for regional road upgrades prior to lodgement of the first development application for retail or commercial development at the site.

The Department is continuing to work closely with Council and Roads and Maritime Services to finalise the terms of a transport infrastructure contribution deed to secure the delivery of the remaining regional road upgrades identified for the North Ryde Station Precinct. I understand a meeting has been arranged with Roads and Maritime Services, Council and the Department on 19 August 2015.

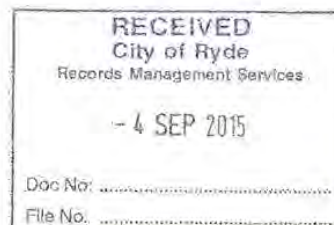
We look forward to continuing to work with Council to ensure the timely delivery of regional infrastructure for the North Ryde Station Precinct.

Should you have any further enquiries about this matter, please contact Michael File, Director Urban Renewal on (02) 9228 6407 or email Michael.file@planning.nsw.gov.au

Yours sincerely



Simon Officer
Chief Financial Officer
as delegate of the Minister



The Minister for Planning

Landcom trading as UrbanGrowth NSW

Planning Agreement

Section 93F of the Environmental Planning
and Assessment Act, 1979 (NSW)

Ref: 14052760/3

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PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2

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Date 30 AUGUST 2015

Parties

The Minister for Planning ABN 38 755 709 681 of Level 15, 52 Martin Place, Sydney NSW 2000 (**Minister**)

Landcom trading as UrbanGrowth NSW ABN 79 268 260 688 of Level 16, 227 Elizabeth Street, Sydney NSW 2000 (**Developer**)

Background

- A The Developer has obtained the Development Consent to carry out the Development on the Land.
 - B The Land is located in the North Ryde Station Priority Precinct.
 - C The Developer has offered to enter into this deed to provide Development Contributions in connection with the Development by:
 - (a) delivering the Road Works; or
 - (b) delivering the Wicks Road and Waterloo Road Intersection Works and procuring the delivery of the remaining Road Works through provision of the Contribution Amount to the Minister.
-

Operative provisions

1 Planning agreement under the Act

The Parties agree that this deed is a planning agreement governed by Subdivision 2 of Division 6 of Part 4 of the Act.

2 Application of this deed

This deed applies to:

- (a) the Land; and
- (b) the Development.

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3 Operation and commencement of this deed

This deed will commence on the date that it is entered into in accordance with clause 25C(1) of the Regulation.

4 Definitions

In this deed the following terms have the following meanings:

Act	The <i>Environmental Planning and Assessment Act 1979</i> (NSW).
Additional Land	Part Lot 2 in Deposited Plan 528488 and part Lot 7 in Deposited Plan 1046090.
Approval	Any consent, approval, authorisation, licence, registration, order, permission or concurrence required by Law, including those under this deed and includes the Development Consent.
Authority	Any federal, State or local government or semi-governmental, statutory, judicial or public person, instrumentality or department.
Base RCMPI	The RCMPI number for the quarter ending 30 June 2015.
Business Day	A day which is not a Saturday, Sunday or bank or public holiday in Sydney.
Claim	Any allegation, debt, cause of action, liability, claim, Loss, proceeding, suit or demand of any nature howsoever arising and whether present or future, fixed or unascertained, actual or contingent whether at law, in equity, under statute or otherwise, including (without limitation), any claim for compensation arising under or pursuant to the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> (NSW).
Complying Development Certificate	Has the meaning given to that term in the Act.
Construction Certificate	Has the meaning given to that term in the Act.
Contribution Amount	The amount of: $\$10.4 \text{ million (excluding GST)} \times \frac{\text{Current RCMPI}}{\text{Base RCMPI}}$
Current RCMPI	The RCMPI number for the quarter ending immediately before the date on which the Contribution Amount is to be paid in accordance with this deed.
Delhi Road	The design and construction of works required to widen Delhi

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2

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Widening Works	Road eastbound from the M2 Motorway to the east of Julius Avenue (eastern intersection) and associated modifications, as shown indicatively on the plan at Annexure B – Part 1 , and as further described in schedule 4 .
Department	The Department of Planning & Environment, formerly the Department of Planning & Infrastructure, or any other government department, agency or body replacing it from time to time.
Developer Land	Lot 101 in Deposited Plan 1131776.
Development	The staged development of the Land in accordance with: <ul style="list-style-type: none"> (a) the approved concept proposal including: <ul style="list-style-type: none"> (i) subdivision of the Land into 12 development lots, 5 public open space lots and 2 public road lots; (ii) allocation of a maximum gross floor area to each of the development lots (total of 238,919m² across the Land plus an additional 2,500m² to proposed Lot 104 for a community facility); (iii) infrastructure, civil works and landscaping; and (b) the Stage 1 Works, and, for the avoidance of doubt, includes the development of the development lots pursuant to subsequent Planning Approvals.
Development Consent	Development consent SSD 5093 dated 5 March 2015 granted for the Development under section 89E of the Act by the delegate of the Minister.
Development Contribution	To dedicate land free of cost, pay a monetary contribution, or provide any other material public benefit, or any combination of them, to be used for or applied towards a Public Purpose.
Dispute	Includes any difference, dispute, matter, question, controversy or Claim.
Explanatory Note	The Explanatory Note attached at schedule 5 .
GST	Any form of goods and services tax payable under the GST Legislation.
GST Legislation	The <i>A New Tax System (Goods and Services Tax) Act 1999</i> (Cth) and any other Act or regulation relating to the imposition or administration of the GST.
Guarantee	A Treasury Guarantee being an unconditional undertaking, with a 5 year expiry date naming the Minister and the Department as beneficiaries which will be replaced, in the

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2

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	same form, no later than 5 Business Days prior to its expiry (where applicable).
Guarantee Amount	\$10.4 million (excluding GST).
Handover	To handover ownership and control of a part or the whole of the Road Works in accordance with any WAD.
Land	The combined area of the Developer Land and the Additional Land as depicted on the plan at Annexure A .
Law	Any statute, regulation, rule, proclamation, order, ordinance or by-law whether present or future and whether Commonwealth, State, territorial or local, and the common law.
Loss	Any loss (including loss of profit and loss of expected profit), Claim, action, liability, damage, cost, charge, expense, outgoing, payment, diminution in value or deficiency of any kind or character which the Minister pays, suffers or incurs or is liable for, including: <ul style="list-style-type: none"> (a) liabilities on account of Tax; (b) interest and other amounts payable to third parties; and (c) legal and other expenses incurred in connection with investigating or defending any Claim or action, whether or not resulting in any liability, and all amounts paid in settlement of any Claim or action.
LPI	NSW Land and Property Information or any other government agency or body replacing it.
North Ryde Station Priority Precinct	The approximately 12.5 hectare precinct in the Ryde local government area which has been rezoned for the purpose of high density residential and mixed land uses with more than 2.4 hectares for passive and active open space, as described in the Precinct Report.
Party	A party to this deed, including their successors and assigns, but only to the extent that assignment is permitted under clause 12 .
Planning Approval	Development consent granted under Part 4 of the Act or an approval under Part 5 of the Act.
Practical Completion	The stage in the execution of the Road Works by the Developer pursuant to a WAD or a condition of the Development Consent, being when the relevant works have been completed and are ready for their intended use except for minor omissions and minor defects.
Precinct	The North Ryde Station Urban Activation Precinct.

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2

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Report	Finalisation Report prepared by the Department and dated July 2013.
Public Purpose	Any purpose that benefits the public or a section of the public, specified in section 93F(2) of the Act.
RCMPI	The Road Construction Sub-Index of the Road Construction and Maintenance Price Index published by the Bureau of Infrastructure, Transport and Regional Economics.
Regulation	The <i>Environmental Planning and Assessment Regulation 2000</i> (NSW).
RMS	Roads and Maritime Services ABN 76 236 371 088 a NSW Government agency and corporation incorporated under the <i>Transport Administration Act 1988</i> (NSW).
Road Works	The: <ul style="list-style-type: none"> (a) Delhi Road Widening Works; (b) Wicks Road and Epping Road Intersection Works; and (c) Wicks Road and Waterloo Road Intersection Works.
Secretary	The Secretary of the Department of Planning and Environment, from time to time.
Stage 1 Works	The following works to be undertaken in the following phases: <ul style="list-style-type: none"> (a) Phase 1 – site preparation works including demolition, remediation and rehabilitation and bulk earth works; (b) Phase 2A – superlot subdivision to create 4 public roads and a future public road lot, 5 public reserve lots, 3 future development lots and 2 superlots; (c) Phase 2B – civil and public domain works including road and intersection construction, open space establishment and embellishment, pedestrian pathways and cycleways, drainage, public domain works and services infrastructure; (d) Phase 3 – subdivision to create 8 development lots; and (e) Phase 4 – construction of a pedestrian bridge over Delhi Road.
Subdivision Certificate	Has the same meaning as in the Act.
Tax	A tax, duty (including stamp duty and any other transaction duty), levy, impost, charge, fee (including a registration fee) together with all interest, penalties, fines and costs concerning them.

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Transferee	Any person or entity not a Party to this deed.
WAD	A Works Authorisation Deed(s) entered into by RMS and the Developer: <ul style="list-style-type: none"> (a) regarding the design and construction of the Road Works the subject of the WAD and their Handover to RMS by the Developer; and (b) consistent with the terms of this deed.
Wicks Road and Epping Road Intersection Works	The design and construction of works required to install additional lanes on Wicks Road at Epping Road, as shown indicatively on the plan at Annexure B – Part 2 , and as further described in schedule 4 .
Wicks Road and Waterloo Road Intersection Works	The works required to install traffic signals at the intersection of Wicks Road and Waterloo Road, as shown indicatively on the plan at Annexure B – Part 3 , and as further described in schedule 4 .

5 Development Contributions to be made under this deed

5.1 Developer to provide Development Contribution

The Developer agrees to:

- (a) deliver the Road Works where the estimated cost for the delivery of the Road Works, excluding the Wicks Road and Waterloo Road Intersection Works, having regard to RMS' construction requirements is less than \$10.4 million (excluding GST) (plus a 50% contingency); or
- (b) deliver the Wicks Road and Waterloo Road Intersection Works and pay the Contribution Amount to the Minister towards the delivery of the Delhi Road Widening Works and the Wicks Road and Epping Road Intersection Works,

in accordance with this deed, including, without limitation **schedule 2**.

5.2 Delivery of the Road Works

- (a) On or before 30 June 2016, or any later date as may be agreed by the parties in writing, the Developer must provide written notification to the Minister as to whether the Developer:
 - (i) will undertake the Road Works in accordance with a WAD(s) and/or the conditions of the Development Consent; or
 - (ii) will:

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- (A) undertake the Wicks Road and Waterloo Road Intersection Works in accordance with the conditions of the Development Consent and any WAD (if required); and
 - (B) will pay to the Minister the Contribution Amount towards the funding of the construction and delivery of the Delhi Road Widening Works and Wicks Road and Epping Road Intersection Works.
- (b) For the avoidance of doubt, if the Developer notifies the Minister under **clause 5.2(a)(i)** that it will undertake the Road Works, it must deliver the Delhi Road Widening Works and Wicks Road and Epping Road Intersection Works even if the total cost of those works will exceed the Contribution Amount.

6 Design, Construction and Handover of the Road Works

6.1 Developer to undertake Road Works

- (a) This **clause 6.1** applies:
- (i) to the delivery of the Wicks Road and Waterloo Road Intersection Works pursuant to **clause 5.2(a)(ii)(A)**; and
 - (ii) where the Developer has elected to undertake the Road Works pursuant to **clause 5.2(a)(i)**.
- (b) The Developer must:
- (i) enter into a WAD(s) with RMS for the Road Works on terms and conditions which:
 - (A) are consistent with the requirements of this deed, including **schedule 2**; and
 - (B) are acceptable to RMS and the Minister,
 as soon as possible after the election is made pursuant to **clause 5.2(a)** and prior to the commencement of any aspect of the Road Works;
 - (ii) provide an executed copy of any WAD(s) to the Minister within 5 Business Days of its execution by the Developer and RMS;
 - (iii) obtain the Minister's prior consent to any future proposed modification or termination of any WAD(s) which would be inconsistent with this deed or have the effect that the Road Works to which the WAD relates would not be delivered or would be varied to a significant extent, such consent not to be unreasonably withheld; and

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- (iv) not commence construction of any part of the Road Works until the Developer has complied with the requirements of **clause 9.1** of this deed and **clause 1 of schedule 3**.
- (c) The Developer agrees to construct each part of the Road Works in accordance with:
 - (i) any Approvals granted for that part of the Road Works;
 - (ii) any applicable WAD(s);
 - (iii) any civil design documentation for that part of the Road Works approved by RMS in accordance with the Development Consent or any other Approvals; and
 - (iv) all applicable Laws.

6.2 Developer to pay Contribution Amount to Minister

- (a) This **clause 6.2** only applies if the Developer has elected to pay the Contribution Amount to the Minister towards the costs of the construction of the Delhi Road Widening Works and Wicks Road and Epping Road Intersection Works.
- (b) The Developer must:
 - (i) pay the Contribution Amount to the Minister by the date which is 60 Business Days after the date of the notice given under **clause 5.2(a)**; and
 - (ii) comply with the requirements of **clause 9.1** of this deed and **clause 1 of schedule 3**.

7 Application of sections 94, 94A and 94EF of the Act to the Development

The application of sections 94, 94A and 94EF of the Act is excluded to the extent stated in **schedule 1**.

8 Dispute Resolution

8.1 Notice of Dispute

If a Party claims that a Dispute has arisen under this deed (**Claimant**), it must give written notice to the other Party (**Respondent**) stating the matters in Dispute and designating as its representative a person to negotiate the Dispute (**Claim Notice**). Nothing in this clause prevents a Party seeking urgent injunctive or similar interim relief from a court.

8.2 Response to Notice

Within 10 Business Days of receiving the Claim Notice, the Respondent must notify the Claimant of its representative to negotiate the Dispute.

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8.3 Negotiation by nominated representatives

The nominated representatives must:

- (a) meet to discuss the matter in good faith within 10 Business Days after service by the Respondent of notice of its representative; and
- (b) use reasonable endeavours to settle or resolve the Dispute within 15 Business Days after they have met.

8.4 Negotiation by senior representatives

If the Dispute is not resolved in accordance with **clause 8.3**:

- (a) the Claimant must:
 - (i) give written notice to the Respondent that the Dispute is to be escalated for negotiation by senior representatives of the Claimant and the Respondent; and
 - (ii) designate the Claimant's senior representative to negotiate the Dispute; and
- (b) the Respondent must designate its senior representative to negotiate the Dispute within 10 Business Days of receipt of a notice under **clause 8.4(a)**; and
- (c) the Claimant's and Respondent's senior representatives must:
 - (i) meet to discuss the matter in good faith within 15 Business Days after service by the Respondent of notice of its senior representative; and
 - (ii) use reasonable endeavours to settle or resolve the Dispute within 15 Business Days after they have met.

8.5 Litigation

If the Dispute is not resolved in accordance with **clause 8.4(b)**, the Parties will observe Premier's Memorandum M1997 'Litigation Involving Government Authorities' and the 2008 Model Litigant Policy for Civil Litigation.

8.6 Continue to Perform obligations

Each Party must continue to perform its obligations under this Agreement, notwithstanding the existence of a Dispute.

9 Enforcement

9.1 Developer to provide security

The Developer agrees to provide security for the performance of the Developer's obligations under this deed by providing the Guarantee to the Minister in accordance with the terms of **schedule 3**.

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9.2 Enforcement by any party

- (a) Subject to compliance with **clause 8**, this deed may be enforced by any Party in any court of competent jurisdiction.
- (b) Nothing in this deed prevents:
 - (i) a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this deed or any matter to which this deed relates; and
 - (ii) the Minister from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this deed or any matter to which this deed relates.

10 Notices**10.1 Delivery**

Any notice, consent, information, application or request that must or may be given or made to a Party under this deed is only given or made if it is in writing and:

- (a) delivered or posted to that Party at its address set out below; or
- (b) faxed to that Party at its fax number set out below.

Minister

Attention: The Secretary
 Address: Department of Planning and Environment
 23-33 Bridge Street
 Sydney NSW 2000
 Fax Number: (02) 9228 6455

Developer

Attention: Stuart McCowan, General Manager, Wholesale Projects
 Address: Level 14, 60 Station Street
 Parramatta NSW 2150
 Fax Number: (02) 9841 8688

10.2 Change of details

If a Party gives the other Party three Business Days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or faxed to the latest address or fax number.

10.3 Giving of notice

Any notice, consent, information, application or request is to be treated as given or made at the following time:

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- (a) If it is delivered, when it is left at the relevant address.
- (b) If it is sent by post, two Business Days after it is posted.
- (c) If it is sent by fax, as soon as the sender receives from the senders fax machine a report of an error free transmission to the correct fax number.

10.4 Delivery outside of business hours

If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a Business Day, or if on a Business Day, after 5.00 pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next Business Day.

11 Approvals and consent

Except as otherwise set out in this deed, and subject to any statutory obligations, the Minister may give or withhold an approval or consent to be given under this deed in the Minister's absolute discretion and subject to any conditions determined by the Minister. The Minister is not obliged to give the Minister's reasons for giving or withholding consent or for giving consent subject to conditions.

12 Assignment and Dealings

The Developer must not assign the rights, obligations or interests under this deed to any Transferee.

13 Capacity

- (a) Each Party warrants to each other Party that this deed creates legal, valid and binding obligations, enforceable against the relevant Party in accordance with its terms.
- (b) The Parties represent and warrant that they have power to enter into this deed and comply with their obligations under this deed and that entry into this deed will not result in the breach of any law.

14 Reporting requirement

- (a) On each anniversary of the date of this deed or as otherwise agreed with the Secretary, the Developer must deliver to the Secretary a report which must include those matters set out below, as applicable:
 - (i) a description of the status of the Development and the Road Works;

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- (ii) a forecast in relation to the anticipated progression and completion of the Development and the Road Works; and
 - (iii) an estimated date for when the Developer expects to submit any application for a Complying Development Certificate, Construction Certificate or Subdivision Certificate in respect of any part of the Land.
- (b) Upon the Secretary's request, the Developer must deliver to the Secretary all documents and other information which, in the reasonable opinion of the Secretary are necessary for the Secretary to assess the status of the Development and the Road Works.

15 GST

15.1 Definitions

Words used in this clause that are defined in the GST Legislation have the meaning given in that legislation.

15.2 Intention of the parties

The Parties intend that:

- (a) Divisions 81 and 82 of the GST Legislation apply to the supplies made under and in respect of this deed; and
- (b) no additional amounts will be payable on account of GST and no tax invoices will be exchanged between the parties.

15.3 Reimbursement

Any payment or reimbursement required to be made under this deed that is calculated by reference to a cost, expense, or other amount paid or incurred will be limited to the total cost, expense or amount less the amount of any input tax credit to which any entity is entitled for the acquisition to which the cost, expense or amount relates.

15.4 Consideration GST exclusive

Unless otherwise expressly stated, all prices or other sums payable or consideration to be provided under this deed are GST exclusive. Any consideration that is specified to be inclusive of GST must not be taken into account in calculating the GST Amount payable in relation to a supply for the purposes of **clause 15.5**.

15.5 Additional Amounts for GST

To the extent an amount of GST is payable on a supply made by a Party under or in connection with this deed (the **GST Amount**), the Recipient will pay to the Supplier the GST Amount. However, no GST Amount is payable by the Minister as Recipient of the supply and the Developer will ensure that the Developer provides a Tax Invoice to the Minister.

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15.6 Non monetary consideration

Clause 15.5 applies to non-monetary consideration.

15.7 Assumptions

The Developer acknowledges and agrees that in calculating any amounts payable under clause 15.5 the Developer will assume the Minister is not entitled to any input tax credit.

15.8 No merger

This clause 15 does not merge on the completion, rescission or other termination of this deed or on the transfer of any property supplied under this deed.

16 General provisions

16.1 Costs, expenses and stamp duty

- (a) The Developer must pay its own and the Minister's reasonable legal costs and disbursements to a maximum of \$30,000 in connection with the negotiation, preparation, execution and carrying into effect of this deed and any document contemplated by it.
- (b) The Developer must pay all reasonable costs and expenses associated with the giving of public notice of this deed and the Explanatory Note in accordance with the Regulation.
- (c) The Developer must pay all Taxes assessed on or in respect of this deed and any instrument or transaction required or contemplated by or necessary to give effect to this deed and any document contemplated by it.
- (d) The Developer must provide the Minister with bank cheques in respect of any costs incurred by the Minister pursuant to clauses 16.1(a), 16.1(b) and 16.1(c):
 - (i) where the Minister has provided the Developer written notice of the sum of such costs prior to execution, on the date of execution of this deed; or
 - (ii) where the Minister has not provided the Developer with prior written notice of the sum of such costs prior to execution, within 30 Business Days of demand by the Minister for payment.

16.2 Entire agreement

- (a) This deed contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this deed was executed, except as permitted by law.

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- (b) Pursuant to clause 25E(7) of the Regulation, the Parties agree that the Explanatory Note is not to be used to assist in construing this deed.

16.3 Variation

- (a) This deed must not be varied except by a later written document executed by all Parties.
- (b) Subject to **clause 16.3(c)**, the Parties agree that the requirements of **clause 16.3(a)** will be satisfied where the Minister, in the Minister's absolute discretion, agrees to the Developer making minor amendments relating to the delivery of the Road Works and those amendments, and the consequences of those amendments under this deed, have been agreed by the Parties through an exchange of letters signed by or on behalf of the contact for each party specified in **clause 10** of this deed.
- (c) **Clause 16.3(b)**:
- (i) does not apply where the Act requires public notification of any amendment to this deed;
- (ii) is subject to the Developer obtaining all required approvals including any Planning Approval or modification to a Planning Approval; and
- (iii) is subject to **clause 16.7** of this deed.

16.4 Further acts

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to affect, perfect or complete this deed and all transactions incidental to it.

16.5 Governing law and jurisdiction

This deed and the transactions contemplated by this deed are governed by and are to be construed in accordance with the laws applicable in New South Wales. The Parties irrevocably and unconditionally submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

16.6 Joint and individual liability and benefits

Except as otherwise set out in this deed, any agreement, covenant, representation or warranty under this deed by two or more persons binds them jointly and each of them individually, and any benefit in favour of two or more persons is for the benefit of them jointly and each of them individually.

16.7 No fetter

Nothing in this deed will be construed as requiring the Minister to do anything that would cause it to be in breach of any of the Minister's obligations at law, and without limitation, nothing will be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

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16.8 Severability

If a clause or part of a clause of this deed can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this deed, but the rest of this deed is not affected.

16.9 Waiver

The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this deed, does not amount to a waiver of any obligation of, or breach of obligation by, another Party. A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

16.10 Effect of Schedules

The Parties agree to comply with any terms contained in Schedules to this deed as if those terms were included in the operative part of the deed.

16.11 Relationship of parties

This deed is not intended to create a partnership, joint venture or agency relationship between the parties.

16.12 Further steps

Each party must promptly do whatever any other party reasonably requires of it to give effect to this deed and to perform its obligations under it.

16.13 Counterparts

This deed may consist of a number of counterparts and, if so, the counterparts taken together constitute one document.

16.14 Rights cumulative

Except as expressly stated otherwise in this deed, the rights of a Party under this deed are cumulative and are in addition to any other rights of that Party.

16.15 Liability

An obligation of two or more persons binds them separately and together.

16.16 Interpretation

Unless expressed to the contrary, in this deed:

- (a) words in the singular include the plural and vice versa;
- (b) any gender includes the other genders;
- (c) if a word or phrase is defined its other grammatical forms have corresponding meanings;
- (d) 'includes' means includes without limitation;

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- (e) a reference in this deed to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney;
- (f) if the day on or by which any act, must be done under this deed is not a business day, the act must be done on or by the next business day;
- (g) '\$' or 'dollars' is a reference to Australian currency all amounts payable under this deed are payable in Australian dollars;
- (h) a reference in this deed to any law, legislation or legislative provision includes any statutory modification, amendment or re enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision;
- (i) a reference in this deed to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced;
- (j) a reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this deed;
- (k) an expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency;
- (l) a reference to a Party to this deed includes a reference to the servants, agents and contractors of the Party, and the Party's successors and assigns; and
- (m) any schedules, annexures and attachments form part of this deed.

16.17 Headings

Headings do not affect the interpretation of this deed.

16.18 Effect of execution

This deed is not binding on any Party unless it or a counterpart has been duly executed by each Party.

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Schedule 1

Requirements under the Act

The Parties acknowledge and agree that the table set out below provides for certain terms, conditions and procedures for the purpose of the deed complying with the Act.

Table 1 – Requirements under section 93F of the Act

Provision of the Act	This deed
Under section 93F(1), the Developer has:	
(a) sought a change to an environmental planning instrument.	(a) No
(b) made, or proposes to make, a development application.	(b) Yes
(c) entered into an agreement with, or is otherwise associated with, a person, to whom paragraph (a) or (b) applies.	(c) No
Description of the land to which this deed applies- (Section 93F(3)(a))	The whole of the Land.
Description of the development to which this deed applies- (Section 93F(3)(b)(ii))	The Development as defined in the definitions in clause 4 .
The scope, timing and manner of delivery of Development Contributions required by this deed - (Section 93F(3)(c))	Clauses 5 and 6 and schedule 2.
Applicability of Section 94 of the Act - (Section 93F(3)(d))	The application of section 94 is not excluded in respect of any part of the Development.
Applicability of Section 94A of the Act - (Section 93F(3)(d))	The application of section 94A is not excluded in respect of any part of the Development.
Applicability of Section 94EF of the Act - (Section 93F(3)(d))	The application of section 94EF is excluded in respect of the whole and any part of the Development.
Applicability of Section 93F(3)(e) of the Act	The Road Works to be provided by the Developer under this deed must not be taken into consideration in determining a contribution under section 94 of the Act.

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2

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Provision of the Act	This deed
Mechanism for Dispute resolution - (Section 93F(3)(f))	See clause 8.
Enforcement of this deed - (Section 93F(3)(g))	See clause 9.
No obligation to grant consent or exercise functions - (Section 93F(9))	See clause 16.7.

Table 2 – Other Matters

Provision of the Act	This deed
Registration of this deed (Section 93H)	This deed is not required to be registered on the title of the Land.
Whether this deed specifies that certain requirements must be complied with before a construction certificate is issued (Clause 25E(2)(g) of the Regulation)	No.
Whether this deed specifies that certain requirements must be complied with before an occupation certificate is issued (Clause 25E(2)(g) of the Regulation)	No.
Whether this deed specifies that certain requirements must be complied with before a subdivision certificate is issued (Clause 25E(2)(g) of the Regulation)	Yes – see schedule 2.

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Schedule 2

Development Contributions

The Developer will provide the Development Contributions in accordance with the table below, subject to **clause 5.2(a)** of this deed:

Development Contribution	Date of commencement of the Road Works in accordance with a WAD(s) and any relevant condition of the Development Consent	Date of Practical Completion of the Road Works
The Road Works	Prior to the issue of the first Subdivision Certificate for the Stage 1 Works.	By 31 December 2020, unless otherwise agreed in writing in the Minister's absolute discretion.

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Schedule 3

Security Terms

1 Security for Road Works

Upon execution of this deed, the Developer must provide the Guarantee to the Minister for the Guarantee Amount.

2 Claims under a Guarantee

The Minister may:

- (a) call upon the Guarantee provided in accordance with **clause 1** of this **schedule 3**; and
- (b) retain and apply such monies towards:
 - (i) achieving performance of the Road Works; and
 - (ii) the costs and expenses incurred by the Minister in rectifying any default by the Developer under this deed.
- (c) Prior to calling upon a Guarantee, the Minister must give the Developer not less than 10 Business Days written notice.
- (d) If:
 - (i) the Minister calls upon a Guarantee; and
 - (ii) applies all or part of such monies towards the costs and expenses incurred by the Minister in rectifying any default by the Developer under this deed; and
 - (iii) has notified the Developer of the call upon the Guarantee in accordance with **clause 2(c)** of this **schedule 3**,

then the Minister may request that the Developer provide an additional Guarantee(s) to secure performance of the Developer's obligations under this deed.

3 Release of Guarantee

- (a) The Minister will release the Guarantee(s) provided in accordance with **clause 1 and clause 2(d)** of this **schedule 3** subject to the Developer providing evidence to the Minister's satisfaction that:
 - (i) where any part of the Road Works are to be undertaken in accordance with a WAD(s), security has been provided for under the WAD(s) for the relevant Road Works and that security has

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been provided to RMS' satisfaction in accordance with the WAD(s); and

- (ii) where the Contribution Amount is payable to the Minister, the Contribution Amount has been paid and the Minister has confirmed receipt.
- (b) Following satisfaction of the requirements of **clause 3(a)** of this **schedule 3**, the Minister will promptly return the Guarantee(s) (less any costs, charges, duties and Taxes payable), or the remainder of the monies secured by the Guarantee(s) (as the case may be), to the Developer.

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Schedule 4

Description of Road Works

Wicks Road and Waterloo Road Intersection Works

- 100m left turn bay from Spine road on the M2 site;
- 1 through lane from Spine road into Waterloo road;
- Widen the south-west corner to allow large vehicles to turn left without lane-sharing;
- Left hand turning lane along the length of Wicks Road turning into Waterloo Road;
- Install traffic signals; and
- Utility services adjustments.

Wicks Road and Epping Road Intersection Works

- Add two additional short lanes approx. 60m long by widening Wicks Road (north) on the eastern side (into the service station) by 6m to provide a dedicated left-turn and right-turn lane, convert centre lane into through movement only;
- Widen Wicks Road (south) on the eastern side by 3m to provide an additional right-turn lane and convert the existing through/right-turn lane into a dedicated through lane; and
- Utility services adjustments.

Delhi Road Widening Works

- Delhi Road:
 - widen eastbound direction from one through lane to two through lanes between the M2 Motorway and 100m east of the eastern intersection with Julius Avenue;
- Intersection of Delhi Road and Road 38:
 - extend right-turn lane on Delhi Road to at least 120m; and
 - move the pedestrian crossing from the western side of the intersection to the eastern side.
- Intersection of Delhi Road and M2 Motorway Ramps:

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- move the eastbound cycle lane onto the unused footpath and create kerb ramps to maintain path, relocate stop lines where necessary;
 - reduce the existing lanes to 3m; and
 - install a second right-turn bay 140 m long from Delhi Road into the M2 Motorway and adjust the length of the right-turn bay into Road 38.
- Intersection of Delhi Road, Julius Avenue and Plassey Road:
 - the addition of the second eastbound through lane.
- Utility services adjustments.

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Schedule 5

Explanatory Note

Environmental Planning and Assessment Regulation 2000

(Clause 25E)

Explanatory Note

Draft Planning Agreement

Under section 93F of the *Environmental Planning and Assessment Act 1979* (NSW)

1 Parties

The Minister for Planning ABN 38 755 709 681 of Level 15, 52 Martin Place, Sydney NSW 2000 (**Minister**).

Landcom trading as UrbanGrowth NSW ABN 79 268 260 688 of Level 16, 227 Elizabeth Street, Sydney NSW 2000 (**Developer**).

2 Description of subject land

Lot 101 in DP 1131776, part Lot 2 in DP 528488 and part Lot 7 in DP 1046090 (**Land**).

3 Description of the Development

The staged development of the Land pursuant to State Significant Development Consent No. 5093 (**Development Consent**), being part of the North Ryde Station Urban Activation Precinct (**Precinct**), in accordance with:

- (a) the approved concept proposal including:
- (i) subdivision of the Land into 12 development lots, 5 public open space lots and 2 public road lots;
 - (ii) allocation of a maximum gross floor area to each of the development lots (total of 238,919m² across the Land plus an additional 2,500m² to proposed Lot 104 for a community facility);

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- (iii) infrastructure, civil works and landscaping; and
 - (b) the Stage 1 Works; and
- including the development of the development lots pursuant to any subsequent Planning Approvals (**Development**).

4 Summary of objectives, nature and effect of the draft planning agreement

4.1 Objectives of Planning Agreement

The objective of the Planning Agreement is to satisfy condition E7 of the Development Consent, which requires a planning agreement to be executed in relation to the provision of regional transport infrastructure.

4.2 Nature and effect of Planning Agreement

The regional transport infrastructure which the Developer has undertaken in the Planning Agreement to either deliver as works-in-kind or contribute to by way of a monetary contribution is:

The Delhi Road Widening Works

- (a) Delhi Road:
 - (i) the design and construction of works required to widen Delhi Road eastbound from the M2 Motorway to the east of Julius Avenue (eastern intersection) and associated modifications;
- (b) Intersection of Delhi Road and Road 38:
 - (i) extend the right-turn lane on Delhi Road to at least 120m; and
 - (ii) move the pedestrian crossing from the western side of the intersection to the eastern side;
- (c) Intersection of Delhi Road and M2 Motorway Ramps:
 - (i) move the eastbound cycle lane onto the unused footpath and create kerb ramps to maintain path, relocate stop lines where necessary;
 - (ii) reduce the existing lanes to 3m; and
 - (iii) install a second right-turn bay 140m long from Delhi Road into the M2 Motorway and adjust the length of the right-turn bay into Road 38;
- (d) Intersection of Delhi Road, Julius Avenue and Plassey Road:
 - (i) the addition of the second eastbound through lane; and
- (e) Utility services adjustments.

Wicks Road and Epping Road Intersection Works

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- (a) Add two additional short lanes approximately 60m long by widening Wicks Road (north) on the eastern side (into the service station) by 6m to provide a dedicated left-turn and right-turn lane, convert centre lane into through movement only;
- (b) Widen Wicks Road (south) on the eastern side by 3m to provide an additional right-turn lane and convert the existing through-right-turn lane into a dedicated through lane; and
- (c) Utility services adjustments.

(together, **Regional Transport Infrastructure**)

In addition to providing or making a contribution towards the delivery of Regional Transport Infrastructure, the Developer is required to provide the Wicks Road and Waterloo Road Intersection Works by 31 December 2020, unless otherwise agreed by the Minister. Those works are contemplated by the Development Consent and comprise:

Wicks Road and Waterloo Road Intersection Works

- (a) a 100m left turn bay from the spine road to be constructed on the M2 site;
- (b) one through lane from the Spine road into Waterloo Road;
- (c) widen the south-west corner of the intersection to allow large vehicles to turn left without lane-sharing;
- (d) a left hand turning lane along the length of Wicks Road turning into Waterloo Road;
- (e) install traffic signals; and
- (f) utility service adjustments.

The Planning Agreement meets the objective outlined above by requiring the Developer to deliver the Wicks Road and Waterloo Road Intersection Works and:

- (a) deliver the Regional Transport Infrastructure, where the cost for the delivery of the Regional Transport Infrastructure is less than \$10.4 million (excluding GST) (plus a 50% contingency); or
- (b) pay the sum of \$10.4 million (excluding GST) to the Minister, to fund the delivery of the Regional Transport Infrastructure.

The Developer must elect to deliver the Regional Transport Infrastructure or make the required monetary contribution on or before 30 June 2016 (or any later date as may be agreed with the Minister).

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5 Assessment of the merits of the draft planning agreement

5.1 The planning purposes served by the Planning Agreement

In accordance with section 93F(2) of the Act, the Planning Agreement has the following public purpose:

- the provision of (or the recoupment of the cost of providing) transport or other infrastructure relating to land.

The Minister and the Developer have assessed the Planning Agreement and hold the view that the provisions of the Planning Agreement provide a reasonable means of achieving the public purpose set out above. This is because the Planning Agreement will ensure that the Developer makes appropriate development contributions towards the provision of regional transport infrastructure and services (by works-in-kind or a monetary contribution).

5.2 How the Planning Agreement promotes the Public Interest

The Planning Agreement promotes the public interest by ensuring that an appropriate contribution is made towards the provision of regional transport infrastructure to satisfy the needs of the surrounding road network as a result of the Development and the growth of the Precinct.

5.3 How the Planning Agreement Promotes the Objects of the Act

The Planning Agreement promotes the objects of the Act by encouraging:

- the promotion and co-ordination of the orderly and economic use and development of land.

The Planning Agreement promotes this object by requiring the Developer to make a contribution (by works-in-kind or a monetary contribution) towards the provision of regional transport infrastructure.

5.4 For Planning Authorities:

All Planning Authorities – Whether the Planning Agreement conforms with the Authority's Capital Works Program

Not applicable. The delivery of or monetary contribution towards the Regional Transport Infrastructure required by the Planning Agreement conforms with the *North Ryde Station Precinct Project Transport Management and Accessibility Plan* dated 22 November 2012 prepared by Parsons Brinckerhoff for Transport for NSW.

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5.5 Certain requirements of the Planning Agreement to be complied with before issue of Planning Approval for subdivision or issue of a Complying Development Certificate, Construction Certificate or Subdivision Certificate

Where the Developer is to deliver the Regional Transport Infrastructure in accordance with the Planning Agreement, it must:


- (a) commence those works prior to the issue of the first subdivision certificate for the Stage 1 Works of the Development; and
- (b) deliver those works by 31 December 2020, unless otherwise agreed by the Minister.

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Execution

Executed as a deed.

Executed by the **Minister for Planning** in the presence of:



 Signature of Witness
 MARLENE BEZZINA


 Name of Witness (print)

)
)
)


 Signature of Minister - DELEGATE
 SIMON OFFICER

 Name of Minister - DELEGATE

Executed by **Landcom trading as UrbanGrowth NSW ABN 79 268 260 688** by its authorised delegate in the presence of:



 Signature of Witness
 VY NGUYEN

 Name of Witness (print)
 DEVELOPMENT DIRECTOR

 Position of Witness (print)

)
)
)


 Signature of delegate
 DAVID PITCHFORD

 Name of delegate (print)
 CEO

 Position of delegate (print)

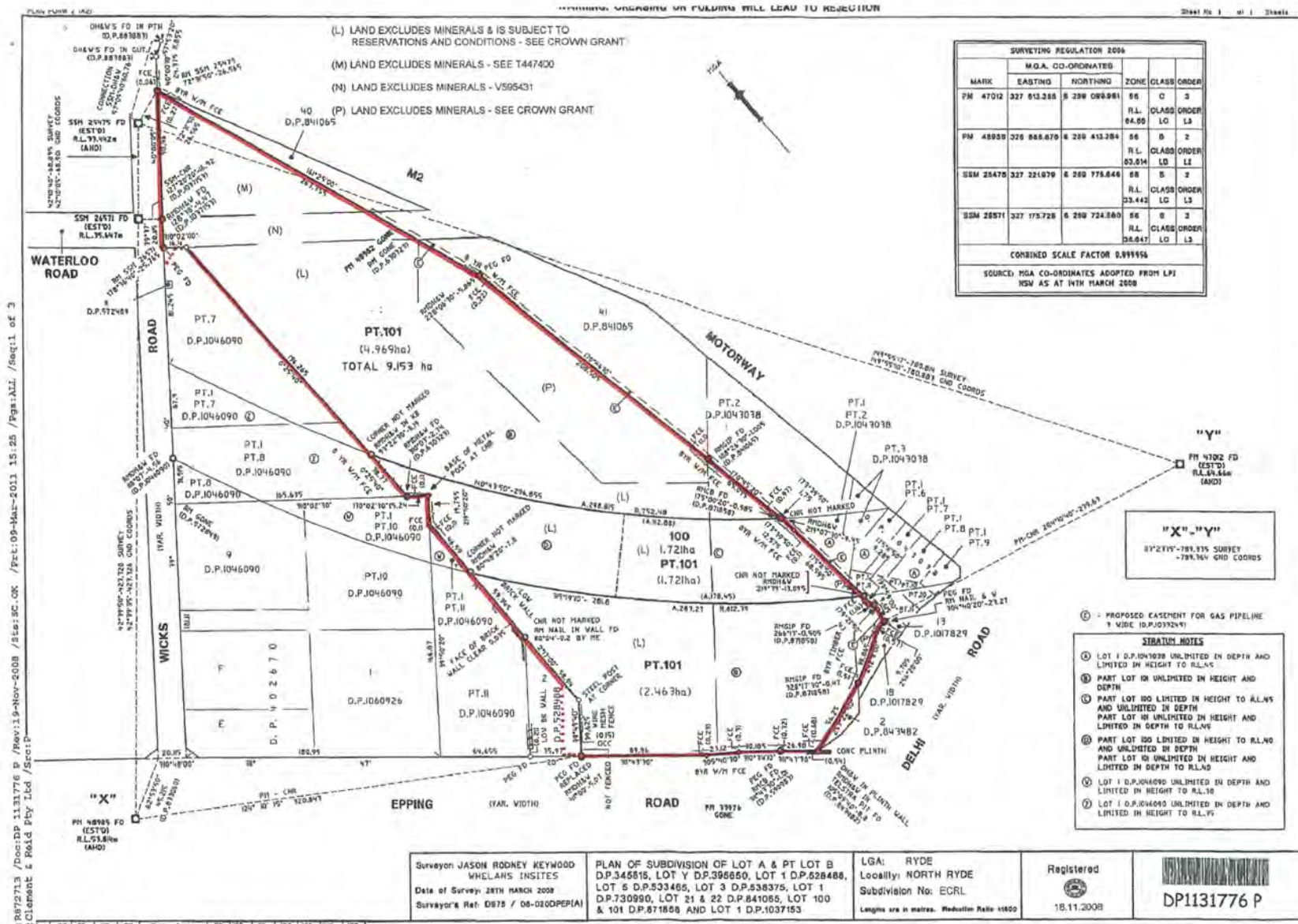
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Annexure A

Plan of the Land

PRECIS OF CORRESPONDENCE 2 (continued)

ATTACHMENT 2



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Annexure B

Road Works Plans

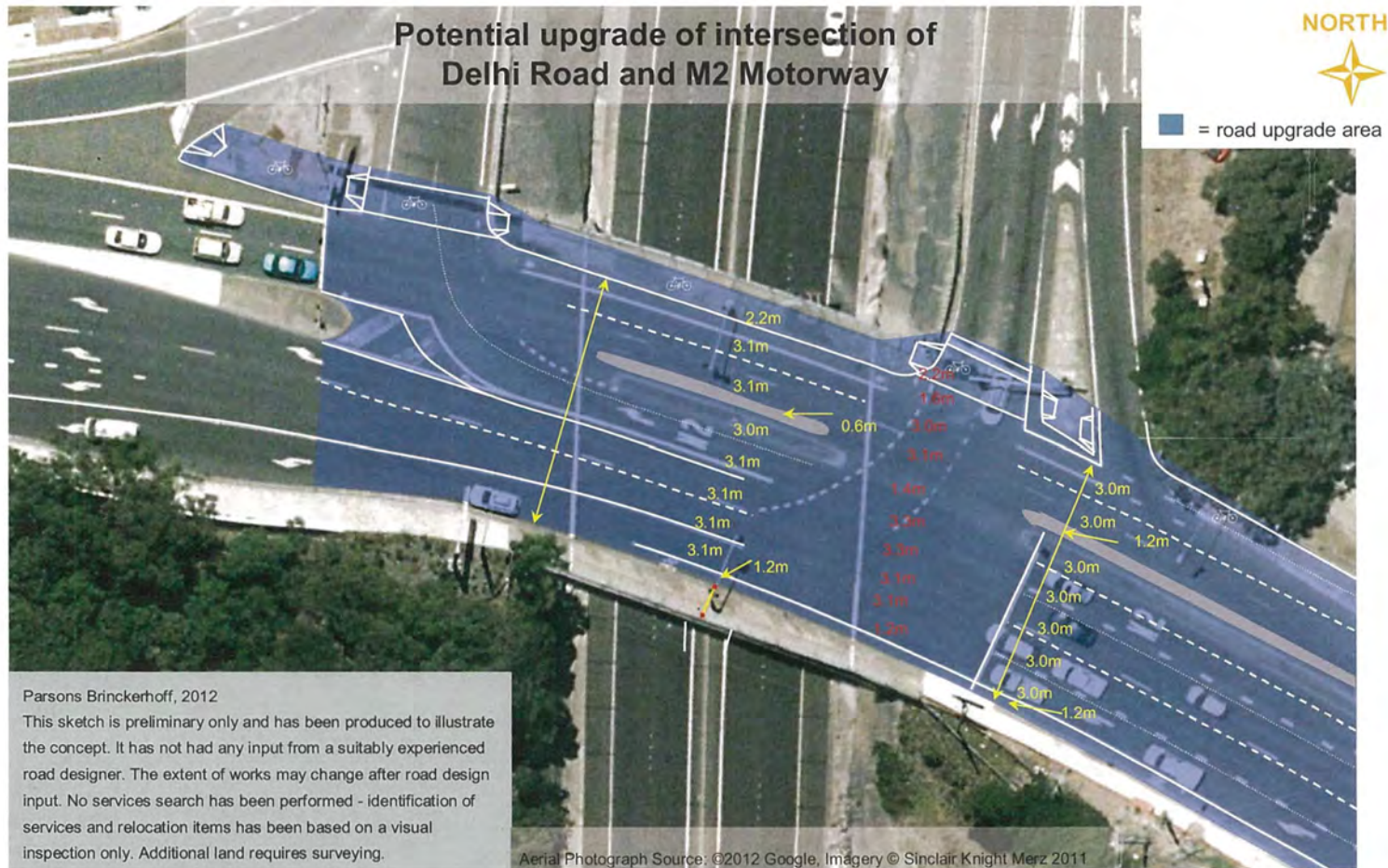
Part 1 – Delhi Road Widening Works



Aerial Photograph Source: ©2012 Google, Imagery © Sinclair Knight Merz 2011

For investigation purposes only, Draft 1 – 24 July 2012, Not to Scale

ADP-1207-TRA 1/8

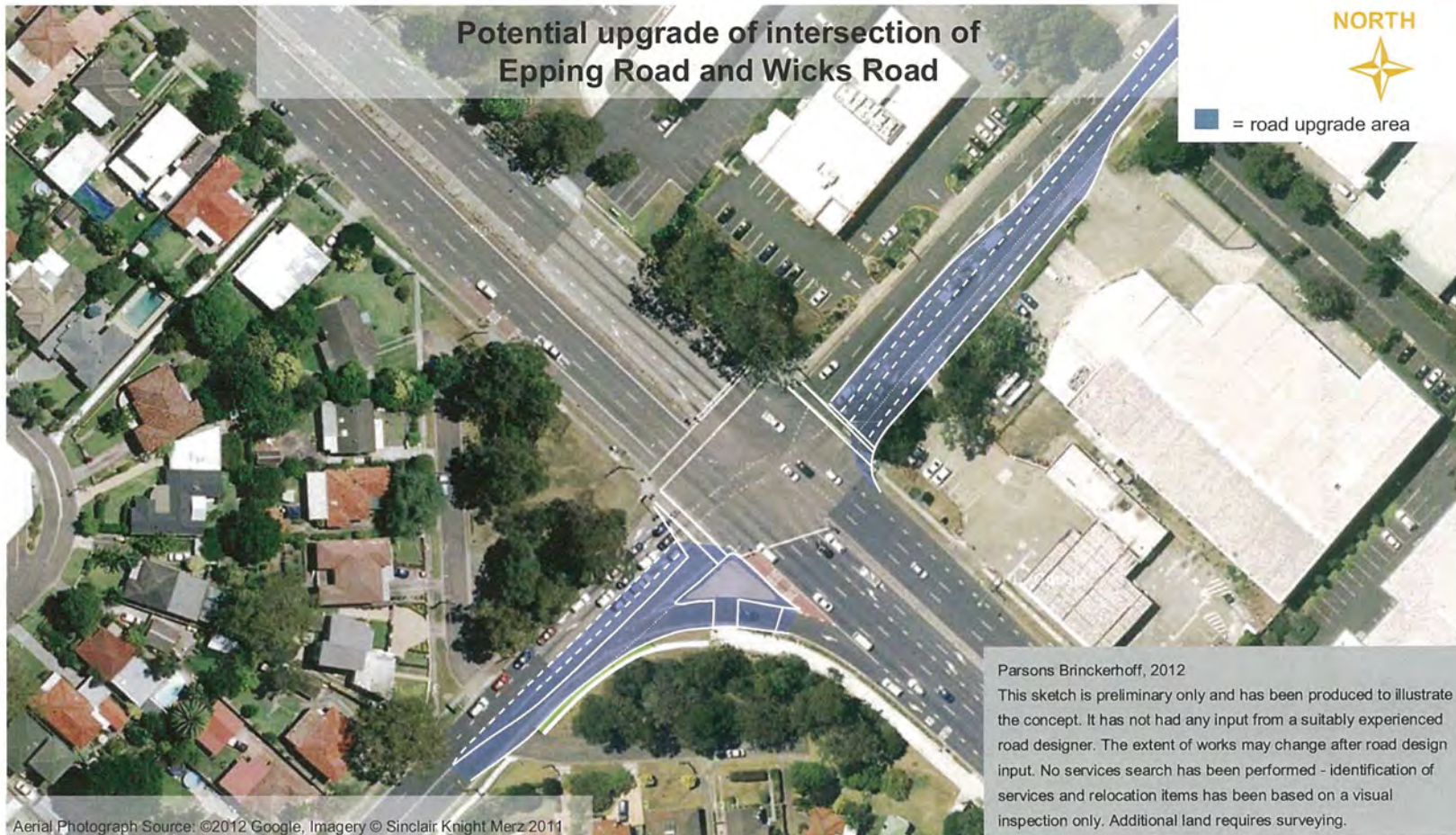


For investigation purposes only, Draft 1 – 24 July 2012, Not to Scale

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Part 2 – Wicks Road and Epping Road Intersection Works

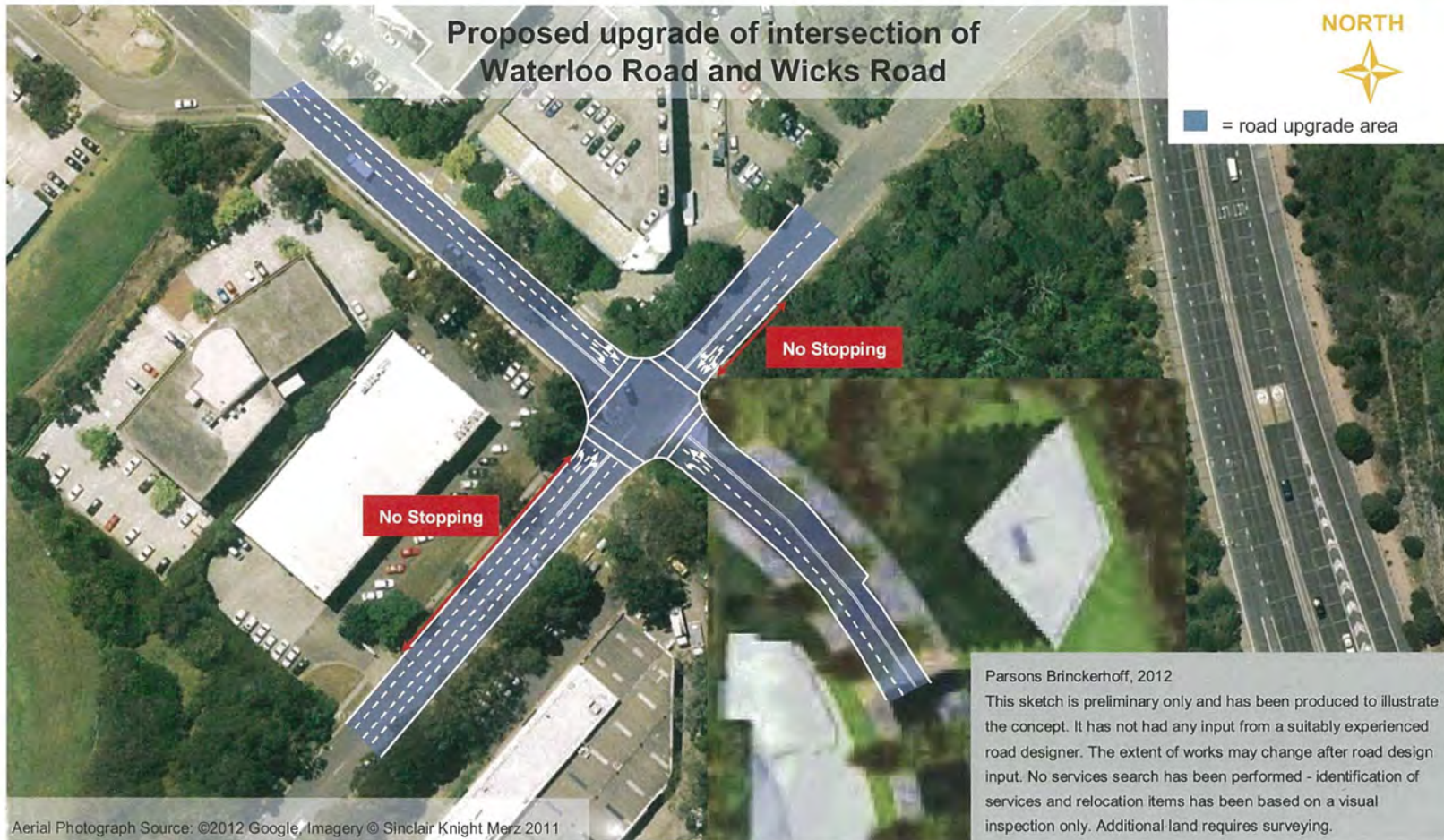


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Part 3 – Wicks Road and Waterloo Road Intersection Works



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ADP-1207-TRA 5/8

3 STRATEGIC INVESTIGATION OF MACQUARIE PARK

Report prepared by: Section Manager - Governance**File No.:** ENV/08/3/8/14 - BP15/1344

CORRESPONDENCE:

Submitting correspondence from the NSW Department of Planning and Environment dated 1 September 2015 inviting Council to partner with the Department to undertake a strategic investigation of Macquarie Park.

RECOMMENDATION:

- (a) That the correspondence be received and noted.
- (b) That Council accept the invitation to partner with the NSW Department of Planning and Environment to undertake a strategic investigation of Macquarie Park.

ATTACHMENTS

- 1 A Plan for Growing Sydney - Request from the NSW Department of Planning and Environment dated 1 September 2015 to partner with Council to commence a strategic investigation of Macquarie Park

Report Prepared By:

Amanda Janvrin
Section Manager - Governance

Report Approved By:

Gail Connolly
General Manager

PRECIS OF CORRESPONDENCE 3 (continued)

ATTACHMENT 1



Ms Gail Connolly
General Manager
City of Ryde Council
Locked Bag 2069
North Ryde NSW 1670

15/12697

Dear Ms Connolly

I am writing to invite Council to partner with the Department to undertake a strategic investigation of Macquarie Park.

As you are aware, *A Plan for Growing Sydney* identifies Macquarie Park as a strategic centre and recognises Macquarie Park's role as an important employment centre.

As part of the implementation of *A Plan for Growing Sydney*, the Department would like to partner with Council to commence a strategic review of Macquarie Park. This is an excellent opportunity to undertake a coordinated, strategic investigation of Macquarie Park in accordance with the actions identified in *A Plan for Growing Sydney*.

The strategic investigation provides the opportunity to work together to retain a commercial core in Macquarie Park for long term employment growth and identify the potential for additional uses, including retail, services and housing.

To initiate the investigation, the Department would like to meet with Council to discuss the scope of the strategic review and the ongoing working arrangements for the study. The Department will shortly provide Council with a draft scope of works for the initial phase of the study (an analysis of the demand and drivers for employment uses) for Council's consideration prior to the meeting.

It is expected that the scope of this investigation will also include infrastructure analysis to inform the investigation of the need for future upgrades and cost recovery mechanisms as per Council's recent resolution.

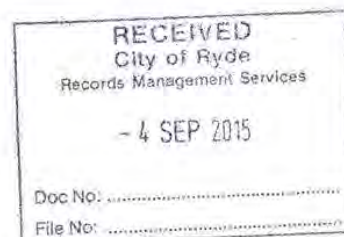
The Department will be in contact shortly to confirm a meeting date for the first meeting. We look forward to working in partnership with City of Ryde Council.

If you have any further enquiries, Michael File, Director, Urban Renewal, can be contacted on 9228 6407 or by email michael.file@planning.nsw.gov.au

Yours sincerely



Liz Develin
Deputy Secretary
Growth, Design and Programs



4 STREET LIGHT REFORM - PRIVATISATION OF AUSGRID

Report prepared by: Executive Assistant to the Mayor

File No.: MYR/07/10/7 - BP15/1356

CORRESPONDENCE:

Submitting correspondence from the Hon. Anthony Roberts MP, Minister for Industry, Resources and Energy dated 4 September 2015, regarding the privatisation of Ausgrid.

RECOMMENDATION:

That the correspondence be received and noted.

ATTACHMENTS

- 1 Letter from the Hon. Anthony Roberts MP, Minister for Industry, Resources and Energy regarding the privatisation of Ausgrid

Report Prepared By:

Linda Smith
Executive Assistant to the Mayor

Report Approved By:

Amanda Janvrin
Section Manager - Governance

Roy Newsome
Group Manager - Corporate Services

PRECIS OF CORRESPONDENCE 4 (continued)

ATTACHMENT 1



The Hon Anthony Roberts MP
Minister for Industry, Resources and Energy

IM15/19085

Cr Bill Pickering
Mayor, City of Ryde
Locked Bag 2069
North Ryde NSW 1670

Dear Cr Pickering

Thank you for your letter of 22 June 2015 to the Premier, the Hon Mike Baird MP concerning the need for street lighting reform prior to the privatisation of Ausgrid. The Premier has referred your letter to me as the matter falls within my portfolio responsibilities.

The Australian Energy Regulator (AER) sets the charges that electricity distributors may recover for the public lighting services they provide to their customers including local councils. In doing so, the AER independently establishes the value of network assets including public lighting assets.

The regulatory process is not affected by the upcoming lease of three of the State's electricity networks. The National Electricity Law & National Electricity Rules are applied by the AER in the same manner irrespective of the ownership of the networks or whether the operator is a private or public entity.

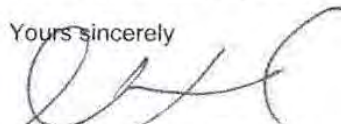
In relation to reforms for public lighting, I note that the *Electricity Supply Act 1995* allows customers to seek competitive quotes for connection services i.e. connecting to the network or altering an existing connection. These quotes and the connection services are provided by Accredited Service Providers (ASPs).

It should also be noted that, while not specifically stated in the Act, nothing prevents local councils from establishing their own public lighting programs.

Regardless, the NSW Government recognises this remains an area of significant concern for local government, and we have been looking at possible avenues to address this issue. I have met with a number of councils to discuss potential areas of reform and will continue consulting on a suitable approach.

Thank you for bringing this matter to the Government's attention.

Yours sincerely



Anthony Roberts MP
Minister for Industry, Resources and Energy
cc: Premier, the Hon Mike Baird MP

CONFIDENTIAL ITEMS

13 ADVICE ON COURT ACTIONS

Confidential

This item is classified CONFIDENTIAL under Section 10A (2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (g) advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

This matter is classified confidential because it contains advice concerning legal matters that are:-

- (a) substantial issues relating to a matter to which the Council is involved.
- (b) clearly identified in the advice, and
- (c) fully discussed in that advice.

It is not in the public interest to reveal all details of this matter as it would prejudice Council's position in any court proceedings.

Report prepared by: Solicitor

File No.: GRP/09/5/8 - BP15/1332

Page No.: 325