

Meeting Date: Tuesday 22 August 2017
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde
Time: 7.00pm

NOTICE OF BUSINESS

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4 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 6/17 held on 15 August 2017

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/2/2 - BP17/831

REPORT SUMMARY

Attached are the Minutes of the Works and Community Committee Meeting 6/17 held on 15 August 2017. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

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

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

2 BILL MITCHELL CLUB HOUSE (PIGEON CLUB)

Note: Councillor Yedelian OAM was not present for consideration and voting on this Item.

RECOMMENDATION: (Moved by Councillors Perram and Maggio)

- (a) That Council endorse the demolition of the building previously occupied by the Ryde and District Racing Pigeon Club and return the site to the park.
- (b) That Council allocate the amount of \$15,000 from working capital for the purpose of demolition of the Bill Mitchell Club building and that the amount be consolidated into the 2017/18 Quarter 1 review.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** as it is outside the Committee's delegations.

ATTACHMENTS

- 1 MINUTES – Works and Community Committee Meeting – 15 August 2017**

ITEM 4 (continued)

ATTACHMENT 1

**Works and Community Committee
MINUTES OF MEETING NO. 6/17**

Meeting Date: Tuesday 15 August 2017

Location: Council Chambers, Level 1A, 1 Pope Street, Ryde

Time: 5.00pm

Councillors Present: Councillors Maggio (Chairperson), Laxale, Li, Perram, Stott and Yedelian OAM.

Note: Councillor Yedelian OAM arrived at the meeting at 5.03pm during discussion on Item 3. He was not present for consideration and voting on Items 1 and 2.

Apologies: Councillor Pendleton.

Absent: Councillor Simon.

Staff Present: Acting General Manager, Acting Director – Customer and Community Services, Acting Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, General Counsel, Manager – Ryde Aquatic Leisure Centre (RALC), Senior Coordinator – Parks and Recreation, Parks Officer, Senior Coordinator – Governance and Governance, Risk and Audit Coordinator.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

1 CONFIRMATION OF MINUTES - Meeting held on 18 July 2017

Note: Councillor Yedelian OAM was not present for consideration and voting on this Item.

RESOLUTION: (Moved by Councillors Stott and Laxale)

That the Minutes of the Works and Community Committee 5/17, held on 18 July 2017, 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 4 (continued)

ATTACHMENT 1

2 BILL MITCHELL CLUB HOUSE (PIGEON CLUB)

Note: Councillor Yedelian OAM was not present for consideration and voting on this Item.

RECOMMENDATION: (Moved by Councillors Perram and Maggio)

- (a) That Council endorse the demolition of the building previously occupied by the Ryde and District Racing Pigeon Club and return the site to the park.
- (b) That Council allocate the amount of \$15,000 from working capital for the purpose of demolition of the Bill Mitchell Club building and that the amount be consolidated into the 2017/18 Quarter 1 review.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** as it is outside the Committee's delegations.

3 UPDATE ON THE PERFORMANCE OF THE RYDE AQUATIC LEISURE CENTRE (RALC)

Note: Councillor Yedelian OAM arrived at the meeting at 5.03pm during discussion on this Item.

RESOLUTION: (Moved by Councillors Perram and Laxale)

That Council receive and note the report.

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 5.07pm.

CONFIRMED THIS 17TH DAY OF OCTOBER 2017.

Chairperson

5 REPORT OF THE FINANCE AND GOVERNANCE COMMITTEE MEETING 7/17 held on 15 August 2017

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/5/2 - BP17/832

REPORT SUMMARY

Attached are the Minutes of the Finance and Governance Committee Meeting 7/17 held on 15 August 2017. The Minutes will be listed for confirmation at the next Finance and Governance Committee Meeting.

The following Committee recommendations for Items 1, 2, 3, 4, 5, 6, 7 and 8 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:

1 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 18 July 2017

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

That the Minutes of the Finance and Governance Committee 6/17, held on 18 July 2017, be confirmed.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

2 INVESTMENT REPORT AS AT 31 JULY 2017

RECOMMENDATION: (Moved by Councillors Stott and Perram)

That Council endorse the Investment Report as at 31 July 2017.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

**3 JUNE QUARTERLY REVIEW REPORT - FOUR YEAR DELIVERY PLAN
2016-2020 AND 2016/2017 OPERATIONAL PLAN**

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That the report of the Chief Financial Officer on the 2017 June Quarterly Review Report - Four Year Delivery Plan 2016-2020 and One Year Operational Plan 2016/2017 be received and endorsed.
- (b) That the proposed budget adjustments included in this report resulting in a net increase of \$0.04 million to Council's Working Capital for a projected balance as at 30 June 2017 of \$4.85 million, be endorsed and included in the 2016/2017 Budget.
- (c) That the proposed transfers to and from Reserves as detailed in the report, and included as budget adjustments, totalling a net increase in Transfers to Reserves of \$2.29 million, be endorsed.
- (d) That the Certificate of the Responsible Accounting Officer, dated 1 August 2017 be endorsed.
- (e) That Council endorse the Projects recommended for cancellation, deferral, being placed on hold or proposed to be carried over as outlined in this Report.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

4 CITY OF RYDE END OF TERM REPORT UPDATE

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council endorse this End of Term Report 2012-2017; and
- (b) That Council publishes a copy of the End of Term Report 2012-2017 on its website from October 2017 in line with the OLG guidelines.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

5 THE NEW PARKED BOAT TRAILER LEGISLATION

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council at this stage adopts not to enforce the parking of boat trailers within the City of Ryde under the changes to the "Impounding Act 1993 No 31".
- (b) That this matter be reviewed by the Manager Community Services in August 2018 and reported back to Council should there be significant changes in the level of reported incidents relating to parked boat trailers within the City of Ryde.
- (c) That Council notify all people who participated in the community consultation process and advise the community via Council's media channels.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

6 LICENCE TO PUTNEY TENNYSON BOWLING AND COMMUNITY CLUB LTD - PART MORRISON BAY PARK

Note: Councillor Stott disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that she is an ordinary member of the Putney Tennyson Bowling Club, with no decision making powers.

RECOMMENDATION: (Moved by Councillors Maggio and Stott)

- (a) That subject to no objections being received following the statutory advertising of the proposal, a five(5) year licence of part of Morrison Bay Park (aka 68 Frances Road), Putney comprising some 8880 square metres be granted to the Putney Tennyson Bowling and Community Club Ltd on the key terms outlined within this Report.
- (b) That should any submission objecting to the licence proposal be received following the statutory advertising, a further report be submitted for consideration of Council.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

**7 REQUEST FOR TENDER - COR-RFP-04/17 REQUEST FOR PROPOSAL:
TRANSACTIONAL CUSTOMER SATISFACTION RESEARCH PROGRAM**

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council accept the tender from Micromex Research for the City of Ryde Transactional Research Program for a 12 month contract with 2 x 1 year option. The cost of commissioning this program is \$85,502.38 (excl. GST) in year 1, \$86,835.38 (excl. GST) in year 2 and \$90,641.91 (excl. GST) in year 3. The total amount tendered for the works over three (3) years will therefore be \$262,979.68 (excl. GST).
- (b) That Council delegate to the General Manager the authority to enter into a contract with Micromex Research on the terms contained within the tender and for minor amendments to be made to the contract documents that are not of a material nature.
- (c) That Council advise all the respondents to the Request for Proposal of Council's decision.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

8 ADVICE ON COURT ACTIONS

RECOMMENDATION: (Moved by Councillors Laxale and Stott)

That the report of the General Counsel be received.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ATTACHMENTS

- 1 MINUTES – Finance and Governance Committee Meeting – 15 August 2017**

ITEM 5 (continued)

ATTACHMENT 1

**Finance and Governance Committee
MINUTES OF MEETING NO. 7/17**

Meeting Date: Tuesday 15 August 2017

Location: Council Chambers, Level 1A, 1 Pope Street, Ryde

Time: 6.00pm

Councillors Present: Councillors Maggio (Chairperson), Laxale, Perram, Stott and Yedelian OAM.

Apologies: Councillor Pendleton.

Absent: Councillor Simon.

Staff Present: Acting General Manager, Acting Director – Customer and Community Services, Acting Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, General Counsel, Acting Manager – Business Infrastructure, Acting Manager – Community Services, Senior Coordinator – Ranger and Parking Services, Senior Coordinator – Community Engagement, Research and Insights Coordinator, Senior Coordinator – Governance and Governance, Risk and Audit Coordinator.

DISCLOSURES OF INTEREST

Councillor Stott disclosed a Less than Significant Non-Pecuniary Interest in Item 6 – Licence to Putney Tennyson Bowling and Community Club Ltd – Part Morrison Bay Park for the reason that she is an ordinary member of the Putney Tennyson Bowling Club, with no decision making powers.

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee
Meeting held on 18 July 2017**

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

That the Minutes of the Finance and Governance Committee 6/17, held on 18 July 2017, be confirmed.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

ATTACHMENT 1

2 INVESTMENT REPORT AS AT 31 JULY 2017

RECOMMENDATION: (Moved by Councillors Stott and Perram)

That Council endorse the Investment Report as at 31 July 2017.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**3 JUNE QUARTERLY REVIEW REPORT - FOUR YEAR DELIVERY PLAN
2016-2020 AND 2016/2017 OPERATIONAL PLAN**

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That the report of the Chief Financial Officer on the 2017 June Quarterly Review Report - Four Year Delivery Plan 2016-2020 and One Year Operational Plan 2016/2017 be received and endorsed.
- (b) That the proposed budget adjustments included in this report resulting in a net increase of \$0.04 million to Council's Working Capital for a projected balance as at 30 June 2017 of \$4.85 million, be endorsed and included in the 2016/2017 Budget.
- (c) That the proposed transfers to and from Reserves as detailed in the report, and included as budget adjustments, totalling a net increase in Transfers to Reserves of \$2.29 million, be endorsed.
- (d) That the Certificate of the Responsible Accounting Officer, dated 1 August 2017 be endorsed.
- (e) That Council endorse the Projects recommended for cancellation, deferral, being placed on hold or proposed to be carried over as outlined in this Report.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

ATTACHMENT 1

4 CITY OF RYDE END OF TERM REPORT UPDATE

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council endorse this End of Term Report 2012-2017; and
- (b) That Council publishes a copy of the End of Term Report 2012-2017 on its website from October 2017 in line with the OLG guidelines.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

5 THE NEW PARKED BOAT TRAILER LEGISLATION

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council at this stage adopts not to enforce the parking of boat trailers within the City of Ryde under the changes to the "Impounding Act 1993 No 31".
- (b) That this matter be reviewed by the Manager Community Services in August 2018 and reported back to Council should there be significant changes in the level of reported incidents relating to parked boat trailers within the City of Ryde.
- (c) That Council notify all people who participated in the community consultation process and advise the community via Council's media channels.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 5 (continued)

ATTACHMENT 1

CLOSED SESSION

ITEM 6 - LICENCE TO PUTNEY TENNYSON BOWLING AND COMMUNITY CLUB LTD - PART MORRISON BAY PARK

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: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

ITEM 7 – REQUEST FOR TENDER - COR-RFP-04/17 REQUEST FOR PROPOSAL: TRANSACTIONAL CUSTOMER SATISFACTION RESEARCH PROGRAM

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: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

ITEM 8 - 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.

RESOLUTION: (Moved by Councillors Stott and Maggio)

That the Committee resolve into Closed Session to consider the above matters.

Record of Voting:

For the Motion: Unanimous

Note: The Committee closed the meeting at 6.14pm. The public and media left the chamber.

ITEM 5 (continued)

ATTACHMENT 1

6 LICENCE TO PUTNEY TENNYSON BOWLING AND COMMUNITY CLUB LTD - PART MORRISON BAY PARK

Note: Councillor Stott disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that she is an ordinary member of the Putney Tennyson Bowling Club, with no decision making powers.

RECOMMENDATION: (Moved by Councillors Maggio and Stott)

- (a) That subject to no objections being received following the statutory advertising of the proposal, a five(5) year licence of part of Morrison Bay Park (aka 68 Frances Road), Putney comprising some 8880 square metres be granted to the Putney Tennyson Bowling and Community Club Ltd on the key terms outlined within this Report.
- (b) That should any submission objecting to the licence proposal be received following the statutory advertising, a further report be submitted for consideration of Council.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

7 REQUEST FOR TENDER - COR-RFP-04/17 REQUEST FOR PROPOSAL: TRANSACTIONAL CUSTOMER SATISFACTION RESEARCH PROGRAM

RECOMMENDATION: (Moved by Councillors Stott and Laxale)

- (a) That Council accept the tender from Micromex Research for the City of Ryde Transactional Research Program for a 12 month contract with 2 x 1 year option. The cost of commissioning this program is \$85,502.38 (excl. GST) in year 1, \$86,835.38 (excl. GST) in year 2 and \$90,641.91 (excl. GST) in year 3. The total amount tendered for the works over three (3) years will therefore be \$262,979.68 (excl. GST).
- (b) That Council delegate to the General Manager the authority to enter into a contract with Micromex Research on the terms contained within the tender and for minor amendments to be made to the contract documents that are not of a material nature.
- (c) That Council advise all the respondents to the Request for Proposal of Council's decision.

ITEM 5 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

8 ADVICE ON COURT ACTIONS

RECOMMENDATION: (Moved by Councillors Laxale and Stott)

That the report of the General Counsel be received.

Record of Voting:

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **22 AUGUST 2017** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

OPEN SESSION

RESOLUTION: (Moved by Councillors Laxale and Stott)

That the Committee resolve itself into open Council.

Record of Voting:

For the Motion: Unanimous

Note: Open Council resumed at 6.16pm.

The meeting closed at 6.16pm.

CONFIRMED THIS 17TH DAY OF OCTOBER 2017.

Chairperson