

**Meeting Date:** Tuesday 20 September 2016  
**Location:** Committee Room 2, Level 5, Civic Centre, 1 Devlin Street, Ryde  
**Time:** 6.00pm

**NOTICE OF BUSINESS**

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**1 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 16 August 2016**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLM/16/1/5/2 - BP16/1044

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**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 Finance and Governance Committee 7/16, held on 16 August 2016, be confirmed.

**ATTACHMENTS**

- 1 MINUTES - Finance and Governance Committee Meeting - 16 August 2016**

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Finance and Governance Committee  
MINUTES OF MEETING NO. 7/16**

**Meeting Date:** Tuesday 16 August 2016

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

**Time:** 6.00pm

**Councillors Present:** Councillors Pendleton (Chairperson), Etmekdjian and Perram.

**Apologies:** Councillor Chung.

**Absent:** Councillor Simon.

**Staff Present:** Acting General Manager, Acting Chief Operating Officer, Acting Director – Corporate and Community Services, Acting Director – City Strategy and Planning, Director – City Works and Infrastructure, General Counsel, Acting Chief Financial Officer, Senior Coordinator – Governance, Governance, Risk and Audit Coordinator and Administration Officer – Councillor Support.

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee  
Meeting held on 19 July 2016**

**RECOMMENDATION:** (Moved by Councillors Perram and Etmekdjian)

That the Minutes of the Finance and Governance Committee 6/16, held on 19 July 2016, be confirmed.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**2 INVESTMENT REPORT - July 2016**

**RECOMMENDATION:** (Moved by Councillors Perram and Etmekdjian)

That Council endorse the report of the Acting Chief Financial Officer dated 1 August 2016 on Investment Report – July 2016.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**3 COUNCIL/COMMITTEE MEETINGS - Schedule of Proposed Meeting Dates**

**RECOMMENDATION:** (Moved by Councillors Etmekdjian and Perram)

- (a) That Council endorse the **ATTACHED** meeting schedule for Committee and Council meetings for the remainder of 2016 and up to the next Local Government Election in 2017, noting that the schedule may be amended at any time, subject to one month transition period to allow for public notices to be given.
- (b) That Council note that the Committee meetings (Works and Community Committee and Finance and Governance Committee) to be held on 18 October 2016 have been cancelled, due to the Councillor attendance at the Local Government NSW Conference on 16 to 18 October 2016.
- (c) That Council note that the Council Meeting to be held on Tuesday, 25 April 2017 has been moved to Wednesday, 26 April 2017 (due to Anzac Day Public Holiday).
- (d) That Council adopt Option 2 for the Council and Committee Meetings scheduled in December 2016 as recommended 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 **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**4 2016 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - WIN  
Entertainment Centre, Wollongong - 16 to 18 October 2016**

**RECOMMENDATION:** (Moved by Councillors Etmekdjian and Perram)

- (a) That Council nominate seven (7) Councillors to attend the 2016 Local Government NSW Annual Conference as voting delegates; noting that the voting delegates will be reconfirmed at the Mayoral Election held on 27 September 2016.
- (b) That Council note that the Acting General Manager will select staff to attend the Conference as appropriate.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**CLOSED SESSION**

**ITEM 5 - COR-RFT-10/16 SUPPLY AND INSTALL A GROSS POLLUTANT TRAP (GPT) FOR BILL MITCHELL PARK, GLADESVILLE**

**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; AND (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**ITEM 6 - 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.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**RESOLUTION:** (Moved by Councillors Perram and Etmekdjian)

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 6.02pm. The public and media left the Committee Meeting Room.

**5 COR-RFT-10/16 SUPPLY AND INSTALL A GROSS POLLUTANT TRAP (GPT) FOR BILL MITCHELL PARK, GLADESVILLE**

**RECOMMENDATION:** (Moved by Councillors Perram and Etmekdjian)

- (a) That Council accept the tender from Optimal Harvesting for the “Supply and installation of a Gross Pollutant Trap (GPT) for Bill Mitchell Park, Gladesville” to the amount of \$309,600.00 (excluding GST).
- (b) That Council delegate to the Acting General Manager the authority to enter into a contract with Optimal Stormwater Pty Ltd 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 unsuccessful respondents 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 **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council’s Code of Meeting Practice.

**6 ADVICE ON COURT ACTIONS**

**RECOMMENDATION:** (Moved by Councillors Perram and Etmekdjian)

That the report of the General Counsel be received.

**Record of Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

Note: This matter will be dealt with at the Council Meeting to be held on **23 AUGUST 2016** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**OPEN SESSION**

**RESOLUTION:** (Moved by Councillors Perram and Etmekdjian)

That the Committee resolve itself into open Council.

**Record of Voting:**

For the Motion: Unanimous

Note: Open Council resumed at 6.14pm.

The meeting closed at 6.14pm.

CONFIRMED THIS 20TH DAY OF SEPTEMBER 2016.

Chairperson

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## **2 INVESTMENT REPORT - August 2016**

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**Report prepared by:** Acting Chief Financial Officer  
**File No.:** FIM/07/6/4 - BP16/1138

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### **REPORT SUMMARY**

This report details Council's performance of its investment portfolio for August 2016 and compares it against key benchmarks. The report includes the estimated market valuation of Council's investment portfolio, loan liabilities, and an update on Council's legal action against various parties.

Council's financial year to date return is 3.09%, which is 1.06% above benchmark. Income from interest on investments and proceeds from sale of investments totals \$910K, \$243K above original budget projections.

### **RECOMMENDATION:**

That Council endorse the report of the Acting Chief Financial Officer dated 1 September 2016 on Investment Report – August 2016.

### **ATTACHMENTS**

**1** P02 Investment Report - August 2016 Attachment

Report Prepared By:

**Christine Joyce**  
**Acting Chief Financial Officer**

Report Approved By:

**Jill Webb**  
**Acting Director - Corporate and Community Services**



## ITEM 2 (continued)

### Discussion

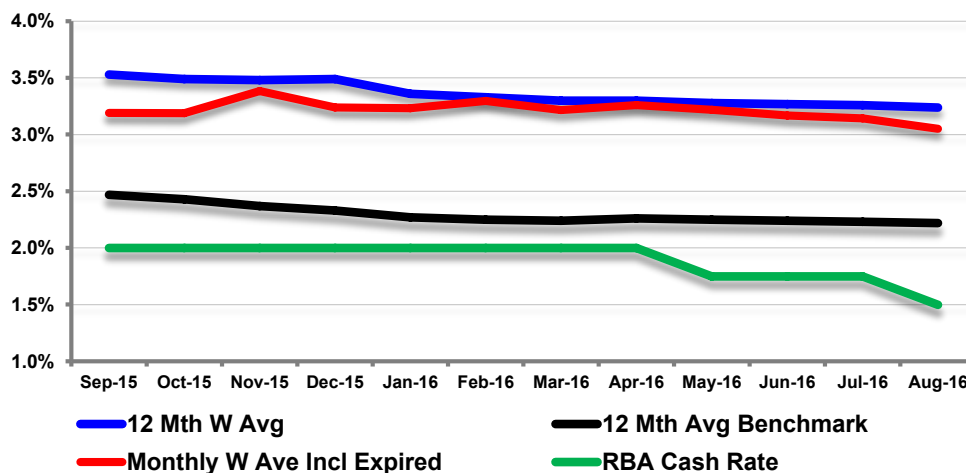
Council's Responsible Accounting Officer, is required to report monthly on Council's Investment Portfolio and certify that the Investments are held in accordance with Council's Investment Policy and Section 625 of the Local Government Act.

### Investment Performance Commentary

Council's performance against the benchmark for returns of its investment portfolio for August 2016 and the past 12 months are as follows:

	Aug	12 Mth	FYTD
<b>Council Return</b>	<b>3.05</b>	<b>3.24</b>	<b>3.09</b>
<b>Benchmark</b>	<b>2.01</b>	<b>2.22</b>	<b>2.03</b>
<b>Variance</b>	<b>1.04</b>	<b>1.02</b>	<b>1.06</b>

### Performance - All Investments



Council's investment portfolio as at the end of August was as follows:

Cash/Term Deposits	\$110.3M
Floating Rate Notes	\$53.1M
Fixed Bonds	\$13.0M
<b>Total Cash Investments</b>	<b>\$176.4M</b>
Investment Properties	\$136.2M
<b>Total Investments</b>	<b>\$312.6M</b>

## **ITEM 2 (continued)**

Council's investment properties are shown in **ATTACHMENT 1** and this table was updated as at 30 June 2015. 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 three properties, being air rights, the property at Reserve Street, West Ryde, and the Operations Centre in Constitution Road, Meadowbank, which have been revalued, however these values have not been incorporated into the value of the Investment Properties in the Financial Statements, as they do not fit the Accounting Standard criteria.

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 \$82.9 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 \$5.2 million as at 31 August 2016 with a further distribution in relation to the Lehman/Grange IMP case being received in July 2016. 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 2 (continued)**

### **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.

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 then Acting General Manager under delegated authority. The finalisation of the matter is pending, and the Supreme Court handed down its judgment with the most recent update being that the total dividend to be paid will be between 20 and 40c in the dollar.

The first dividend payment of 10.99c in the dollar was received on 30 September 2015.

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. A dividend of \$409K was paid to Council 1 July 2016.

## **ITEM 2 (continued)**

### Lehman / Grange IMP (Standard and Poor's, 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.

A recent update from Council's funding body, IMF advises Council that S&P have not complied with the Court's order to provide its evidence by 11 September 2015 and therefore this will see this matter further delayed. It was anticipated that this matter will be listed for a hearing date in August 2016. The Court ordered S&P to complete its further discovery by 30 October 2015 and to provide its expert evidence by 7 December 2015.

It is advised that the action against the McGraw Hill Companies and Standard & Poor's culminated in the Federal Court of Australia approving the settlement of these proceedings on 24 March 2016. As a result, Council's General Manager executed the Deeds of Covenant in respect of this matter on 2 May 2016, and a dividend of \$414K was paid to Council in May 2016. A final distribution of \$46K was made to Council on 30 June 2016.

### 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 & Poor's (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 2 (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 one third 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.

As a result of these discussions, the matter has now progressed and Justice Foster has approved a proposed settlement with CBA, in relation to costs. Payment of the initial dividend of \$836K was received from Squire Patton Boggs on 18 December 2015.

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. This will be taken into account as part of any settlement.

As part of this action, Council is also a party to action against CBA for its investment in the Palladin CDO, of which Council held \$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 the 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 class action, under the original funding agreement. This is being filed to ensure that it is within the statute of limitations.

## ITEM 2 (continued)

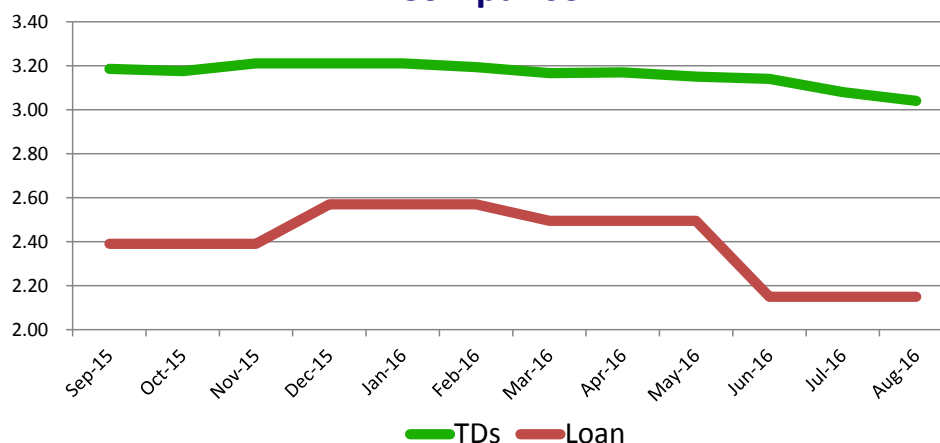
### Loan Liability

Council's loan liability as at 31 August was \$4.31 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. \$1.5M 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).

### Term Deposits/Loan Interest Rate Comparison

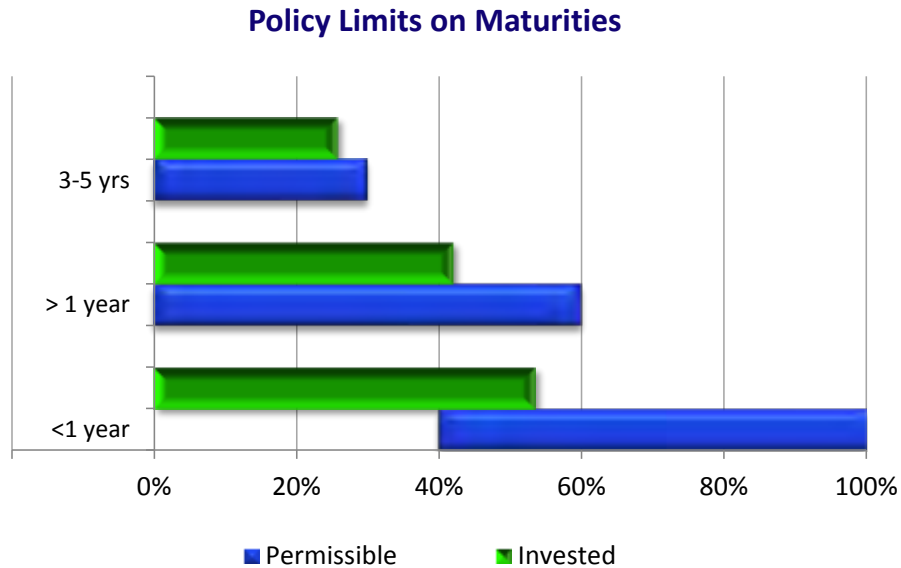


### Policy Limits

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.

**ITEM 2 (continued)**

It shows that the funds invested are within the limits set in the policy.



## ITEM 2 (continued)

INVESTMENT SUMMARY AS AT 31 AUGUST 2016

Issuer	Investment Name	Investment Rating	Invested at 31-Aug-16 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2016	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Westpac	1. Westpac At Call	AA-	4,945	0.95	1.23	0.89	2.80	4,945	100.00%
Westpac	2. Westpac Term Deposit	AA-	4,000	2.65	2.65	2.65	2.27	4,000	100.00%
Bank of Queensland	3. Bank of Queensland TD	A-	2,000	2.88	3.06	2.88	1.13	2,000	100.00%
CBA	4. Bankwest Term Deposit	AA-	1,000	2.92	2.94	2.92	0.57	1,000	100.00%
NAB	5. NAB Term Deposit	AA-	1,000	2.99	3.13	2.99	0.57	1,000	100.00%
NAB	6. NAB Term Deposit	AA-	2,000	2.85	3.62	2.85	1.13	2,000	100.00%
AMP	7. AMP TD	A	1,000	3.00	2.92	3.00	0.57	1,000	100.00%
MyState Bank	8. MyState Bank TD	BBB	1,000	2.96	3.00	2.96	0.57	1,000	100.00%
NAB	9. NAB Term Deposit	AA-	2,000	3.12	3.61	3.12	1.13	2,000	100.00%
CBA	10. Bankwest Term Deposit	AA-	2,000	2.72	2.87	2.72	1.13	2,000	100.00%
CBA	11. Bankwest Term Deposit	AA-	2,000	2.92	2.98	2.92	1.13	2,000	100.00%
Defence Bank	12. Defence Bank TD	BBB+	1,000	3.10	3.02	3.10	0.57	1,000	100.00%
QPCU Limited	13. QPCU Limited	Unrated	1,000	3.00	3.00	3.00	0.57	1,000	100.00%
Bendigo and Adelaide Bank	14. Bendigo Bank TD	A-	1,000	2.70	2.70	2.70	0.57	1,000	100.00%
Hunter United Credit Union	15. Hunter United Credit Union TD	Unrated	1,000	2.87	2.82	2.87	0.57	1,000	100.00%
CUA	16. Credit Union Australia TD	BBB+	1,000	3.10	3.10	3.10	0.57	1,000	100.00%
Peoples Choice CU	17. Peoples Choice CU	BBB+	1,000	3.02	3.01	3.02	0.57	1,000	100.00%
Bendigo and Adelaide Bank	18. Rural Bank	A-	1,000	6.48	6.48	6.48	0.57	1,000	100.00%
Banana Coast CU	19. Bananacoast CU TD	Unrated	500	3.10	3.25	3.10	0.28	500	100.00%
CBA	20. Bankwest Term Deposit	AA-	2,000	2.73	2.90	2.73	1.13	2,000	100.00%
IMB	21. IMB TD	BBB+	1,000	2.80	2.80	2.80	0.57	1,000	100.00%
Auswide Bank	22. Auswide Bank TD	BBB	1,000	2.98	2.98	2.98	0.57	1,000	100.00%
Maitland Mutual	23. Maitland Mutual Bldg Soc TD	Unrated	1,000	2.95	3.13	3.10	0.57	1,000	100.00%
AMP	24. AMP Business Saver	A	1,008	2.12	2.49	2.22	0.57	1,008	100.00%
Newcastle Perm Bldg Soc	25. Newcastle Perm Bldg Soc	BBB+	1,000	3.10	2.90	3.10	0.57	1,000	100.00%
Greater Bldg Soc	26. Greater Bldg Soc TD	BBB	1,000	3.00	2.88	3.00	0.57	1,000	100.00%
Police CU (SA)	27. Police CU - SA	Unrated	1,000	3.11	3.11	3.11	0.57	1,000	100.00%
Bank of Sydney	28. Bank of Sydney TD	Unrated	500	3.12	3.12	3.12	0.28	500	100.00%
AMP	29. AMP TD	A	1,000	2.85	2.93	2.85	0.57	1,000	100.00%
CBA	30. CBA TD	AA-	1,000	4.15	4.15	4.15	0.57	1,000	100.00%
Heritage Bank	31. Heritage Bank	A-	2,000	3.25	3.25	3.25	1.13	2,000	100.00%
CBA	32. CBA TD	AA-	2,000	2.56	2.83	2.70	1.13	2,000	100.00%
Rabobank	33. Rabodirect At-call	AA	5	1.90	2.23	1.98	0.00	5	100.00%
Me Bank	34. ME Bank At Call Account	BBB	817	2.27	2.47	2.27	0.46	817	100.00%
ING	35. ING TD	A-	2,000	3.10	3.10	3.10	1.13	2,000	100.00%
NAB	36. NAB Fixed MTN	AA-	999	6.40	6.32	6.35	0.57	1,015	101.50%
Westpac	37. Westpac Fixed MTN	AA-	1,000	6.31	6.15	6.26	0.57	1,016	101.56%
Macquarie Bank	38. Macquarie Bank TD	A	500	6.50	6.50	6.50	0.28	500	100.00%
Bendigo and Adelaide Bank	39. Delphi Bank TD	Unrated	250	6.05	6.05	6.05	0.14	250	100.00%
Bendigo and Adelaide Bank	40. Rural Bank TD	A-	1,000	2.90	2.89	2.90	0.57	1,000	100.00%
Me Bank	41. ME Bank TD	BBB+	1,000	3.07	2.97	3.07	0.57	1,000	100.00%
Bank of Queensland	42. Bank of Queensland TD	A-	1,000	5.15	5.15	5.15	0.57	1,000	100.00%
Bank of Queensland	43. Bank of Queensland TD	A-	2,000	3.12	3.61	3.12	1.13	2,000	100.00%
BoQ Specialist	44. BoQ Specialist	BBB+	250	6.15	6.15	6.15	0.14	250	100.00%
Bendigo and Adelaide Bank	45. Rural Bank TD	A-	1,000	2.80	2.84	2.80	0.57	1,000	100.00%
ING	46. ING Floating Rate TD	A-	1,000	4.36	4.57	4.36	0.57	1,000	100.00%
IMB	47. IMB TD	BBB+	2,000	2.63	2.79	2.72	1.13	2,000	100.00%
Bank of Queensland	48. Bank of Queensland TD	A-	2,000	3.55	3.50	3.55	1.13	2,000	100.00%
Me Bank	49. ME Bank TD	BBB+	1,000	3.07	2.98	3.07	0.57	1,000	100.00%
Beyond Bank	50. Beyond Bank TD	BBB+	1,500	3.07	3.07	3.07	0.85	1,500	100.00%
Goldfields Money Ltd	51. Goldfields Money Ltd TD	Unrated	1,000	2.87	2.87	2.87	0.57	1,000	100.00%
Bendigo and Adelaide Bank	52. Bendigo Bank TD	A-	1,000	2.80	2.85	2.83	0.57	1,000	100.00%
Bendigo and Adelaide Bank	53. Bendigo & Adelaide Bank FRN	A-	1,000	3.11	3.39	3.17	0.57	1,004	100.36%
CBA	54. CBA TD	AA-	1,000	3.75	3.75	3.75	0.57	1,000	100.00%
NAB	55. NAB TD	AA-	1,000	2.75	2.88	2.75	0.57	1,000	100.00%



**ITEM 2 (continued)**

Issuer	Investment Name	Investment Rating	Invested at 31-Aug-16 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2016	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
NAB	56. NAB Term Deposit	AA-	2,000	2.80	2.88	2.80	1.13	2,000	100.00%
AMP	57. AMP Term Deposit	A+	2,000	3.30	3.30	3.30	1.13	2,000	100.00%
Bendigo and Adelaide Bank	58. Bendigo and Adelaide Bank FRN	A-	2,000	3.17	3.46	3.23	1.13	2,014	100.68%
Auswide Bank	59. Auswide Bank TD	BBB	1,000	3.12	3.08	3.12	0.57	1,000	100.00%
Newcastle Perm Bldg Soc	60. Newcastle Perm Bldg Soc								
		BBB+	1,000	3.03	3.03	3.03	0.57	1,000	100.00%
CUA	61. CUA FRN	BBB+	1,000	3.66	3.63	3.66	0.57	1,001	100.08%
Banana Coast CU	62. Bananacoast CU TD	Unrated	1,000	2.83	2.93	2.83	0.57	1,000	100.00%
Bank of Queensland	63. Bank of Queensland FRN	A-	1,000	3.06	3.27	3.06	0.57	1,003	100.33%
AMP	64. AMP Notice Account	A+	1,065	2.30	2.64	2.39	0.60	1,065	100.00%
NAB	65. NAB TD	AA-	2,000	2.75	2.91	2.86	1.13	2,000	100.00%
Police Bank	66. Police Bank FRN	BBB+	1,000	3.04	3.30	3.09	0.57	1,001	100.10%
Newcastle Perm Bldg Soc	67. Newcastle Perm Bldg Soc TD								
		BBB+	1,000	3.50	3.14	3.50	0.57	1,000	100.00%
Bendigo and Adelaide Bank	68. Bendigo Bank TD	A-	2,000	2.80	2.80	2.80	1.13	2,000	100.00%
CUA	69. CUA TD	BBB+	1,000	3.05	3.07	3.05	0.57	1,000	100.00%
Newcastle Perm Bldg Soc	70. Newcastle Perm Bldg Soc								
		BBB+	1,000	2.82	2.73	2.82	0.57	1,000	100.00%
P&N Bank	71. P&N Bank	BBB	1,000	3.17	3.17	3.17	0.57	1,000	100.00%
ANZ	72. ANZ FRN	AA-	2,000	2.71	3.02	2.80	1.13	2,002	100.09%
Me Bank	73. ME Bank FRN	BBB+	2,000	2.90	3.18	2.96	1.13	2,002	100.08%
Bendigo and Adelaide Bank	74. Rural Bank TD	A-	2,000	2.65	2.93	2.65	1.13	2,000	100.00%
QT Mutual Bank	75. Queensland Teachers Mutual Bank FRN								
		BBB+	1,000	3.11	3.32	3.11	0.57	1,001	100.06%
Teachers Mutual Bank	76. Teachers Mutual Bank	BBB+	1,000	3.07	3.28	3.07	0.57	1,001	100.06%
CBA	77. Bankwest TD	AA-	2,000	3.00	2.96	3.00	1.13	2,000	100.00%
NAB	78. NAB Flexi TD	AA-	1,000	3.02	3.27	2.98	0.57	1,000	100.00%
CBA	79. Bankwest TD	AA-	2,000	2.83	2.92	2.83	1.13	2,000	100.00%
Westpac	80. Westpac FRN	AA-	2,000	2.82	3.12	2.95	1.13	2,003	100.13%
Bendigo and Adelaide Bank	81. Rural Bank Ltd	A-	1,000	3.05	2.96	3.05	0.57	1,000	100.00%
Macquarie Bank	82. Macquarie Bank FRN	A	750	3.13	3.33	3.13	0.43	750	100.07%
Newcastle Perm Bldg Soc	83. Newcastle Perm Bldg Soc FRN								
		BBB+	1,000	3.36	3.60	3.39	0.57	995	99.49%
Heritage Bank	84. Heritage Bank FRN	BBB+	1,000	3.01	3.32	3.10	0.57	997	99.69%
Bendigo and Adelaide Bank	85. Bendigo Bank TD	A-	2,000	3.05	3.02	3.05	1.13	2,000	100.00%
CBA	86. CBA FRN	AA-	2,000	2.88	3.13	2.98	1.13	2,005	100.26%
Westpac	87. Westpac FRN	AA-	1,000	2.80	3.09	2.93	0.57	1,003	100.26%
CBA	88. CBA TD	AA-	2,000	2.57	2.82	2.71	1.13	2,000	100.00%
Bendigo and Adelaide Bank	89. Bendigo Bank FRN	A-	1,000	3.01	3.29	3.07	0.57	1,003	100.26%
CBA	90. CBA TD	AA-	2,000	2.73	2.80	2.73	1.13	2,000	100.00%
NAB	91. NAB TD	AA-	2,000	3.12	3.07	3.12	1.13	2,000	100.00%
NAB	92. NAB Snr FRN	AA-	3,978	2.99	3.19	2.99	2.26	3,997	99.93%
CBA	93. CBA FRN	CBA	2,000	2.75	3.01	2.85	1.13	2,009	100.45%
Suncorp-Metway	94. Suncorp FRN	A+	800	3.22	3.49	3.33	0.45	807	100.93%
NAB	95. NAB FRN	AA+	2,000	2.93	3.26	3.05	1.13	2,017	100.87%
ANZ	96. ANZ Floating TD	AA-	4,000	3.37	3.68	3.46	2.27	4,000	100.00%
AMP	97. AMP FRN	A+	1,600	3.16	3.39	3.16	0.91	1,611	100.66%
CBA	98. CBA TD	AA-	2,000	2.85	2.95	2.85	1.13	2,000	100.00%
ANZ	99. ANZ Flexi TD	AA-	4,000	3.52	3.76	3.52	2.27	4,000	100.00%
CBA	100. CBA FRN	AA-	4,000	3.13	3.42	3.23	2.27	4,043	101.07%
CBA	101. CBA FRN	AA-	1,982	3.14	3.42	3.24	1.12	2,005	100.26%
Westpac	102. Westpac FRN	AA-	4,000	2.87	3.09	2.95	2.27	4,028	100.70%
CUA	103. CUA FRN	BBB+	2,000	3.60	3.80	3.60	1.13	2,005	100.25%
Newcastle Perm Bldg Soc	104. NPBS FRN	BBB+	1,000	3.65	3.83	3.65	0.57	1,006	100.60%
ANZ	105. ANZ FRN	AA-	4,000	3.18	3.37	3.21	2.27	4,041	101.03%
NAB	106. NAB Fixed Bond	AA-	2,984	3.16	3.15	3.16	1.69	3,044	101.45%
CBA	107. Bankwest 11am Account								
		AA-	1,002	2.03	2.20	2.15	0.57	1,002	100.00%
Westpac	108. Westpac MTN	AA-	3,990	3.19	3.19	3.19	2.26	4,084	102.09%
Suncorp-Metway	109. Suncorp FRN (Covered)								
		AAA	4,000	3.13	3.13	3.13	2.27	4,018	100.45%
Newcastle Perm Bldg Soc	110. Newcastle Perm Bldg Soc FRN								
		BBB+	992	3.60	3.59	3.59	0.56	996	99.63%
ANZ	111. ANZ Fixed Bond	AA-	3,983	2.91	2.91	2.91	2.26	4,024	100.60%
			<b>176,400</b>	<b>3.05</b>	<b>3.20</b>	<b>3.10</b>	<b>100</b>	<b>176,890</b>	

## ITEM 2 (continued)

\*Monthly returns when annualised can appear to exaggerate performance

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

Return including Matured/Traded Investments	Aug	12 Mth	FYTD
Weighted Average Return	3.05	3.24	3.09
Benchmark Return: AusBond Bank Bill Index (%)	2.01	2.22	2.03
Variance From Benchmark (%)	1.04	1.02	1.06

### Investment Income

	\$000's
This Period	451
Financial Year To Date	910
Budget Profile	667
Variance from Budget - \$	243

### Certificate of the Acting General Manager (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.

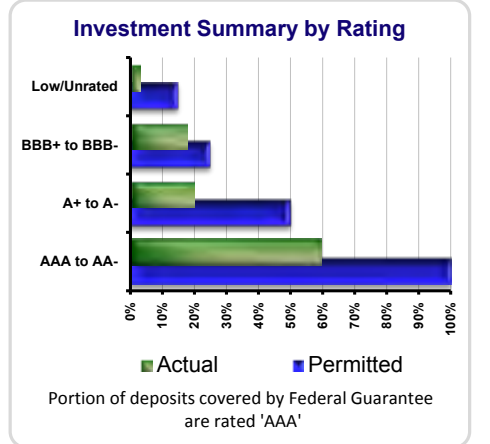
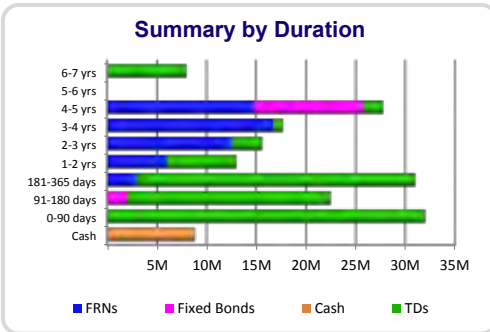
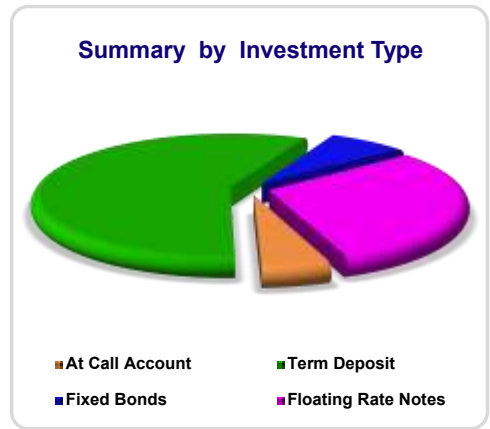
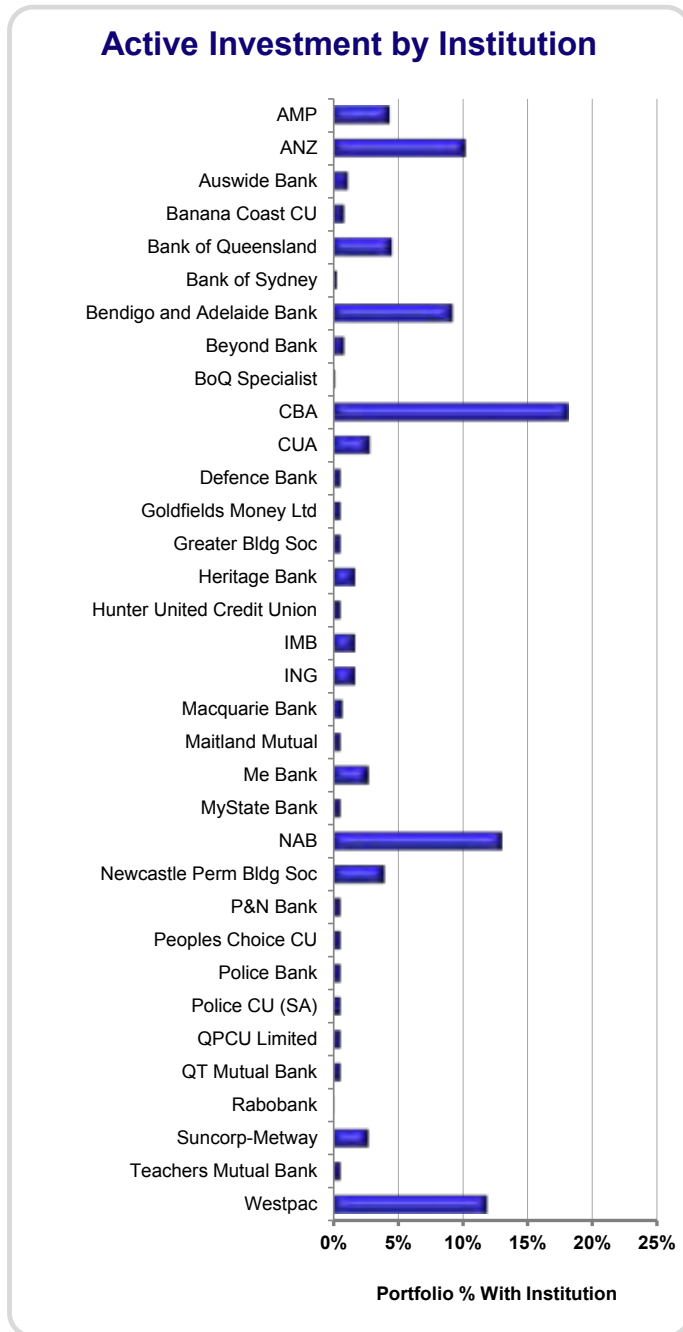
R. Newsome  
Acting General Manager

## Analysis of investments

The following graphs show analysis of the total cash investments by:

- Type of investment
- Institution
- Duration
- Rating

ITEM 2 (continued)



	<365 days	>365 days
Cash/TDs	\$89.3M	\$21.0M
FRNs	\$3.0M	\$50.1M
Fixed Bonds	\$2.0M	\$11.0M
	<b>\$94.3M</b>	<b>\$82.1M</b>

## **ITEM 2 (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 \$910K, being \$243K above original budget projections. The increase in interest is due mainly to Council receiving more funds for Section 94 contributions, and a settlement payment from CBA.

The Financial Security Reserve has a current balance of \$5.2 million.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**Council's Property Investment Portfolio**

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

<b>Property</b>	<b>\$' M</b>
1A Station St, West Ryde	1.05
2 Dickson Ave, West Ryde	0.82
8 Chatham Rd, West Ryde	1.17
202 Rowe Street, Eastwood	2.95
226 Victoria Rd, Gladesville	0.30
7 Anthony Road, West Ryde Car Park site, West Ryde	4.76
7 Coulter Street, Coulter St Car Park, Gladesville	16.35
6-12 Glen Street, Glen Street Car Park, Eastwood	30.40
2 Pittwater Road, John Wilson Car Park, Gladesville	6.44
150 Coxs Road, Cox Rd Car Park, North Ryde	1.35
33-35 Blaxland Road, Argyle Centre, Ryde	6.50
19-21 Church Street and 16 Devlin Street, Ryde	3.52
741-747 Victoria Road, Ryde (Battery World)	1.88
53-71 Rowe Street, Eastwood	2.23
39 Church Street, Ryde	25.91
<b>Total Investment Properties as per the Financial Statements</b>	<b>105.63</b>
Herring Road Air Space Rights <sup>(1)</sup>	0.50
6 Reserve Street, West Ryde <sup>(2)</sup>	1.80
1 Constitution Road, Operations Centre, Meadowbank <sup>(3)</sup>	28.25
<b>PROPERTIES HELD FOR RE-SALE</b>	<b>136.18</b>

(1) This has been valued, but is yet to be brought to account within the Financial Statements. Discussion with the auditors did not clarify the situation.

(2) The value in the Financial Statements is currently zero, with the land being valued at \$1.8m; this is due to the current construction of the new units. Once completed they will be revalued and the valuation updated.

(3) The value for this is currently held in Non-Current Assets in Note 9, and once vacated by Council; it will be transferred to Investment Properties within the Financial Statements.

**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.

## ITEM 2 (continued)

## ATTACHMENT 1

### 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.

### 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.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**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 2 (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)	30 Jun 2010
Write off Covent Garden	(2,000,000.00)	30 Jun 2010
Write off Oasis	(1,000,000.00)	30 Jun 2010
<b>FY2009 and FY2010</b>		
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
<b>FY2010</b>		
Interest Payments	50,334.01	
<b>FY2011</b>		
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	<b>1,004,480.47</b>	
<b>FY2012</b>		
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	<b>2,064,349.83</b>	
<b>FY2013</b>		
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	<b>3,437,878.13</b>	
<b>FY2016</b>		
Lehman 1st Dividend	39,365.19	11-Sep-15
CBA Settlement (Oasis)	836,436.27	18 Dec 2015
LGFS Payment Matter Settlement	1,835.50	14 Jan 2016
S&P Settlement	413,956.71	27 May 2016
Lehmans Distribution	46,773.09	30 Jun 2016
S&P Settlement	409,425.81	01 Jul 2016
Closing Balance FY2016	<b>5,185,670.70</b>	



**ITEM 2 (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. **Westpac Term Deposit (AA-):** This investment is a 181 day term deposit paying 2.63% (2.65% annualised), and matures 21 February 2017.
3. **Bank of Queensland Term Deposit (A-):** This investment is a 275 day term deposit paying 2.85% (2.88% annualised), and matures 13 April 2017.
4. **Bankwest Term Deposit (AA-):** This investment is a 187 day term deposit paying 2.90% (2.92% annualised), and matures 20 September 2016.
5. **NAB Term Deposit (AA-):** This investment is a 213 day term deposit, paying 2.97% p.a. (2.99% annualised), and matures 15 December 2016.
6. **NAB Term Deposit (AA-):** This investment is a one year day term deposit, paying 2.85% p.a., and matures 13 July 2017.
7. **AMP Term Deposit (A+):** This investment is a one year term deposit, paying 3.00% p.a., and matures 27 July 2017.
8. **MyState Bank Term Deposit (BBB):** This investment is a 271 day term deposit, paying 2.95% p.a. (2.96% annualised), and matures 14 February 2017.
9. **NAB Term Deposit (AA-):** This investment is a 188 day term deposit, paying 3.10% p.a. (3.12% annualised), and matures 15 September 2016.
10. **Bankwest Term Deposit (AA-):** This investment is a 119 day term deposit, paying 2.70% p.a. (2.72% annualised) and matures 17 November 2016.
11. **Bankwest Term Deposit (AA-):** This investment is a 182 day term deposit, paying 2.90% p.a. (2.92% annualised), and matures 15 September 2016.
12. **Defence Bank (Unrated):** This investment is a two year term deposit paying 3.10% p.a. and matures on 12 July 2018.
13. **Qld Police CU (Unrated):** This investment is a 18 month term deposit paying 3.00% p.a. and matures on 2 March 2017.

**ITEM 2 (continued)**

**ATTACHMENT 1**

14. **Bendigo Bank TD (A-):** This investment is a one year term deposit paying 2.70% and matures on 8 September 2016.
15. **Hunter United Employees Credit Union (Unrated):** This investment is a 184 day term deposit, paying 2.85% p.a. (2.87% annualised), and matures 3 November 2016.
16. **Credit Union Australia Term Deposit (BBB+):** This investment is a one year term deposit paying 3.10% p.a. and matures on 2 March 2017.
17. **Peoples Choice CU TD (BBB+):** This investment is a 194 day term deposit paying 3.00% p.a. (3.02% annualised) and matures on 20 December 2016.
18. **Rural Bank Term Deposit (A-):** This investment is a five year term deposit, paying 6.48% p.a., and matures on 21 March 2017.
19. **Bananacoast CU Term Deposit (Unrated):** This investment is a one year term deposit paying 3.10% p.a. and matures on 5 January 2017.
20. **Bankwest Term Deposit (AA-):** This investment is a 89 day term deposit, paying 2.70% p.a. (2.73% annualised), and matures 18 October 2016.
21. **IMB Term Deposit (BBB+):** This investment is a one year term deposit paying 2.80% and matures on 13 October 2016.
22. **Auswide Bank Term Deposit (BBB):** This investment is a one year term deposit paying 2.98% and matures on 8 December 2016.
23. **Maitland Mutual Bank Term Deposit (Unrated):** This investment is a one year term deposit paying 2.95% and matures on 17 August 2017.
24. **AMP Business Saver at call account (A+):** This investment is an at-call account earning 2.30%. No fees are payable by Council on this investment.
25. **Newcastle Permanent Building Society Term Deposit (BBB+):** This investment is a two year term deposit, paying 3.03% p.a., and matures on 5 June 2017.
26. **Greater Building Society Term Deposit (BBB):** This investment is a two year term deposit, paying 3.00% p.a. and matures on 17 May 2018.
27. **Police CU SA Term Deposit (Unrated):** This investment is a two year term deposit paying 3.11% p.a. (3.11% annualised), and matures 27 March 2017.

**ITEM 2 (continued)**

**ATTACHMENT 1**

28. **Bank of Sydney Term Deposit (Unrated):** This investment is a 210 day term deposit paying 3.10% p.a. (3.12% annualised) which matures on 6 October 2016.
29. **AMP Term Deposit (A+):** This investment is a one year term deposit paying 2.85% p.a. which matures on 16 February 2017.
30. **CBA Term Deposit (AA-):** This investment is a five year term deposit paying 4.15% pa, and matures on 18 November 2019.
31. **Heritage Bank Term Deposit (A-):** This investment is a one year term deposit paying 3.25%, and matures on 16 March 2017.
32. **CBA Term Deposit (AA-):** This investment is a 245 day term deposit paying 2.55% p.a., and matures on 27 April 2017.
33. **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.
34. **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.
35. **ING Term Deposit (A-):** This investment is a one year term deposit paying 3.10% p.a., and matures 23 February 2017.
36. **NAB Fixed MTN (AA-):** This is a fixed rate bond paying 6.18% (6.30% annualised) and matures 15 February 2017.
37. **Westpac Fixed MTN (AA-):** This is a fixed rate bond paying 6.00% (6.14% annualised) and matures 20 February 2017.
38. **Macquarie Bank Term Deposit (A):** This is a five year term deposit paying 6.50% (6.50% annualised) and matures 3 April 2017.
39. **Delphi Bank Term Deposit (Unrated):** This investment is a five year term deposit paying 6.05% p.a. and matures on 15 May 2017.
40. **Rural Bank Term Deposit (Unrated):** This investment is a one year term deposit paying 2.90% p.a. and matures on 25 January 2017.
41. **ME Bank Term Deposit (BBB+):** This investment is a one year term deposit paying 3.07% p.a. and matures on 2 March 2017.

**ITEM 2 (continued)**

**ATTACHMENT 1**

42. **Bank of Queensland Term Deposit (A-):** This investment is a five year term deposit paying 5.15% (5.15% annualised) and matures 20 November 2018.
43. **Bank of Queensland Term Deposit (A-):** This investment is a 210 day term deposit paying 3.10% p.a. (3.12% annualised) and matures 29 September 2016.
44. **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.
45. **Rural Bank Term Deposit (A-):** This investment is a one year term deposit, paying 2.80% p.a. and matures on 25 July 2017.
46. **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.
47. **IMB Term Deposit (BBB):** This investment is a 91 day term deposit paying 2.60% p.a. (2.63% annualised) and matures 10 November 2016.
48. **Bank of Queensland Term Deposit (BBB+):** This is a five year term deposit paying 3.55% p.a. and matures 12 November 2020.
49. **Members Equity Bank Term Deposit (BBB):** This is a one year term deposit paying 3.07% and matures 28 February 2017.
50. **Beyond Bank Term Deposit (BBB+):** This investment is a 208 day term deposit paying 3.05% p.a. (3.0% annualised) and matures 4 October 2016.
51. **Goldfields Money Ltd Term Deposit (Unrated):** This investment is a 195 day term deposit paying 2.85% p.a. (2.87% annualised) and matures 15 September 2016.
52. **Bendigo Bank Term Deposit (A-):** This investment is a one year term deposit paying 2.80% p.a. and matures 17 August 2017.
53. **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.
54. **CBA Term Deposit (AA-):** This investment is a three year term deposit paying 3.75% pa and matures 20 November 2017.
55. **NAB Term Deposit (AA-):** This investment is a one year term deposit paying 2.75% pa and matures 3 November 2016.

**ITEM 2 (continued)**

**ATTACHMENT 1**

56. **NAB Term Deposit (AA-):** This investment is a one year term deposit paying 2.80% (3.06% annualised) and matures 29 July 2017.
57. **AMP Term Deposit (A+):** This investment is a two year term deposit paying 3.30 p.a., and matures 21 March 2017.
58. **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.
59. **Auswide Bank Term Deposit (BBB):** This investment is a 194 day term deposit paying 3.10% (3.10% annualised) and matures on 20 September 2016.
60. **Newcastle Permanent Building Society (BBB+):** This investment is a two year term deposit, paying 3.03% p.a. and matures on 5 June 2017.
61. **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.
62. **Bananacoast CU Term Deposit (BBB+):** This is a 98 day term deposit paying 2.80% (2.83% annualised) and matures 1 November 2016.
63. **Bank of Queensland FRN (AA-):** This investment is a four year floating rate term deposit paying 90d BBSW + 100 and matures 12 June 2018.
64. **AMP 31 Day Notice Account (A+):** This investment is an account which pays +100 over the cash rate.
65. **National Australia Bank Term Deposit (AA-):** This investment is a one year term deposit paying 2.75% and matures 8 August 2017.
66. **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.
67. **Newcastle Permanent Building Society (BBB+):** This investment is a three year term deposit paying 3.50% (3.50% annualised) and matures 28 February 2019.
68. **Bendigo Bank Term Deposit (A-):** This investment is a one year term deposit paying 2.80% (2.80% annualised) and matures 15 September 2016.
69. **Credit Union Australia Term Deposit (BBB+):** This investment is a one year term deposit paying 3.05% and matures on 9 February 2017.

**ITEM 2 (continued)**

**ATTACHMENT 1**

- 70. Newcastle Permanent Building Society TD (BBB+):** This investment is a 193 day term deposit, paying 2.80% (2.82% annualised), and matures on 20 December 2016.
- 71. P&N Bank Term Deposit (BBB):** This investment is a three year term deposit, paying 3.17% p.a., and matures on 6 December 2018.
- 72. 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.
- 73. 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.
- 74. Rural Bank Term Deposit (A-):** This investment is a one year term deposit paying 2.65%p.a. and matures 27 July 2017.
- 75. 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.
- 76. 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.
- 77. Bankwest Term Deposit (AA-):** This investment is a one year term deposit paying 3.00% p.a. and matures 15 December 2016.
- 78. NAB Flexi Term Deposit (AA-):** This investment is a two year floating TD paying 103 above 90 day BBSW and matures 9 January 2017.
- 79. Bankwest Term Deposit (AA-):** This investment is a 84 day term deposit paying 2.80% p.a. (2.83% annualised) and matures 6 September 2016.
- 80. 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.
- 81. Rural Bank Term Deposit (A-):** This investment is a one year term deposit paying 3.05% (3.05% annualised) and matures 9 March 2017.
- 82. Macquarie Bank FRN (A):** This investment is a five year floating rate term deposit paying 90d BBSW + 110 and matures 3 March 2020.

**ITEM 2 (continued)**

**ATTACHMENT 1**

- 83. Newcastle Permanent Building Society FRN (BBB+):** This investment is a five year floating rate term deposit paying 90d BBSW + 110 and matures 3 March 2020.
- 84. 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.
- 85. Bendigo Bank Term Deposit (A-):** This investment is a two year term deposit paying 3.05% p.a. and matures 7 December 2017.
- 86. 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.
- 87. 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.
- 88. CBA Term Deposit (AA-):** This investment is a 119 day term deposit paying 2.55% (2.57% annualised) and matures on 13 December
- 89.** 2016.
- 90. 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.
- 91. CBA Term Deposit (AA-):** This investment is a 98 day term deposit paying 2.70% (2.73% annualised) and matures on 27 October 2016.
- 92. NAB Term Deposit (AA-):** This investment is a 184 day term deposit paying 3.10% (3.12% annualised) and matures on 22 September 2016.
- 93. NAB Floating Rate Note (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 96 above BBSW. This investment matures 3 June 2020.
- 94. CBA Floating Rate Note (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 78 above BBSW. This investment matures 19 October 2018.
- 95. Suncorp Floating Rate Note (A+):** This is a senior, unsecured floating rate note purchased at a yield of 125 above BBSW. This investment matures 20 October 2020.

**ITEM 2 (continued)**

**ATTACHMENT 1**

- 96. NAB Floating Rate Note (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 108 above BBSW. This investment matures 5 November 2020.
- 97. ANZ Flexi Rate Term Deposit (AA-):** This investment is a seven year floating TD paying 150 above 90 day BBSW and matures 10 November 2017.
- 98. AMP Floating Rate Note (A+):** This is a senior, unsecured floating rate note purchased at a yield of 110 above BBSW. This investment matures 11 June 2019.
- 99. CBA Term Deposit (AA-):** This investment is a 128 day term deposit paying 2.82% (2.85% annualised) and matures on 20 October 2016.
- 100. ANZ Flexi Rate Term Deposit (AA-):** This investment is a seven year floating TD paying 145 above 90 day BBSW and matures 15 December 2022.
- 101. CBA Floating Rate Note (A+):** This is a senior, unsecured floating rate note purchased at a yield of 110 above BBSW. This investment matures 18 January 2021.
- 102. CBA Floating Rate Note (A+):** This is a senior, unsecured floating rate note purchased at a yield of 115 above BBSW. This investment matures 17 July 2020.
- 103. Westpac Floating Rate Note (A+):** This is a senior, unsecured floating rate note purchased at a yield of 100 above BBSW. This investment matures 10 May 2019.
- 104. Credit Union Australia Floating Rate Note (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 1 April 2019.
- 105. Newcastle Permanent Building Society Floating Rate Note (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 22 March 2019.
- 106. ANZ Floating Rate Note (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 118 above BBSW. This investment matures 7 April 2021.
- 107. NAB Fixed Bond (AA-):** This is a fixed rate bond paying 3.10% (3.14% annualised) and matures 12 May 2021.



**ITEM 2 (continued)**

**ATTACHMENT 1**

- 108. Bankwest 11am Account (AA-):** This investment is an at call account. These funds are used for operational purposes.
- 109. Westpac Fixed Bond (AA-):** This is a fixed rate bond paying 3.10% (3.13% annualised) and matures 3 June 2021.
- 110. Suncorp Covered Floating Rate Bond (AAA):** This is a floating rate covered bond paying 110 above 3M BBSW and matures 22 June 2021.
- 111. Newcastle Permanent Building Society Floating Rate Note (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 7 April 2020.

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### **3 JUNE QUARTERLY REVIEW REPORT - FOUR YEAR DELIVERY PLAN 2015-2019 AND 2015/2016 OPERATIONAL PLAN**

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**Report prepared by:** Acting Chief Financial Officer  
**File No.:** FIM/07/6/2/5/6 - BP16/1073

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#### **REPORT SUMMARY**

This June Quarterly Review has primarily been undertaken to update Council's list of carryovers from the 2015/2016 financial year.

This has resulted in the carryovers approved by Council at its meeting on 28 June 2016, of \$12.91 million, increasing to \$17.1 million. The report details the main projects for this increase of approximately \$3 million.

It should also be noted that the summary of Council's actual result to budget is not Council's final position, as it is still subject to audit. Council's actual result for 2015/2016 will be provided to Council at its meeting on Tuesday 27 September 2016, following the review of Council's end of year result by the Audit and Risk Committee on Friday 16 September 2016.

The attached Quarterly Report includes details for each of the seven Outcome areas and the 21 Program areas, detailing the targets adopted by Council and the performance to date in achieving those targets by 30 June 2016. Also shown is a financial performance summary for each key outcome area and a progress status report on all Capital and Non-Capital Projects by Program Area that were being undertaken in 2015/2016.

As a result of the June Quarterly Review, the proposed budget adjustments will maintain Council's Working Capital at \$3.29 million. This review, in addition to providing adjustments to the carryover estimates that were previously approved by Council on 21 June 2016, also brings to account additional Section 94 Contributions received. The final available Working Capital will vary due to the completion of the Financial Statements.

The majority of corporate indicators are on track or have exceeded target, with an improvement being shown in relation to completion of project milestones. Any projects that are proposed to be deferred or cancelled are listed in this report for Council's consideration.

#### **RECOMMENDATION:**

- (a) That the report of the Acting Chief Financial Officer dated 30 June 2016 on the June Quarterly Review Report - Four Year Delivery Plan 2015-2019 and One Year Operational Plan 2015/2016 be received and endorsed.

**ITEM 3 (continued)**

- (b) That the proposed budget adjustments included in this report resulting in no changes to Council's Working Capital of a projected balance as at 30 June 2016 of \$3.29 million, be endorsed and included in the 2015/2016 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 \$4.77 million be endorsed.
- (d) That the Certificate of the Responsible Accounting Officer dated 15 August 2016 be endorsed.
- (e) That Council endorse the Projects recommended for cancellation, deferral, being placed on hold or proposed to be carried over as detailed in the Report.

**ATTACHMENTS**

- 1 Quarterly Report on Four Year Delivery Plan 2015-2019 and One Year Operational Plan 2015-2016 - Quarter 4 - April to June 2016 - CIRCULATED UNDER SEPARATE COVER
- 2 Total Carryovers 2015/2016

Report Prepared By:

**Christine Joyce**  
**Acting Chief Financial Officer**

Report Approved By:

**Roy Newsome**  
**Acting General Manager**

### ITEM 3 (continued)

#### Discussion

As required under section 407 of the Local Government Act, 1993 the quarterly review of the One Year Operational Plan 2015/2016 as at 30 June 2016 is presented to Council.

This Quarterly Review reports on the performance of Council in undertaking its Principal Activities in terms of its stated objectives and financial position. The following sections are included in the document, *Quarterly Review Report, Four Year Delivery Plan 2015-2019 including One Year Operational Plan 2015/2016, Quarter Four, April – June 2016* that has been **CIRCULATED UNDER SEPARATE COVER – ATTACHMENT 1**:

- General Manager's Overview, Financial Management and Corporate Performance Overview - provides a 'snapshot' of Council's performance in the quarter relative to several high profile activities.
- Outcome Area Reports – including overview, operational indicators, financial outcome and graphical representation of performance measures.
- Capital and Non Capital Projects Quarterly Status Report – provides comments regarding the status of all of Council's Capital and Non Capital Expenditure projects.
- Base Budget Quarterly Status Report.
- Reserves Listing Report – outlines the opening balance, approved budgeted transfers to/from Reserves and proposed additional transfers to/from Reserves, with a projected balance as at 30 June 2016. **Appendix A**
- Quarterly Changes Report – provides comments and details of those budget items that are proposed to be increased or decreased in the 2015/2016 budget. **Appendix B**
- Consolidated Income and Expenditure Estimates 2015/2016, summary of the budget in two pages, showing the original budget and quarterly changes. **Appendix C**
- Carryover lists for 2015/2016. **ATTACHMENT 2**

### **ITEM 3 (continued)**

#### **Report**

The June 2016 Quarterly Review has been completed and is submitted to Council for endorsement. As noted earlier, this report has primarily been undertaken to amend and update Council's list of carryover projects from 2015/2016 to 2016/2017

The key points to note that are included in this Review are:

#### Income

- \$2.21million in Section 94 contributions received, which is to be transferred to the Section 94 Reserves for future works.
- \$0.75 million reduction for capital contributions in relation to Office Fitout - North Ryde Office and Top Ryde Office project. The fitout incentive is deferred until 2016/17 to bring into alignment with the fitout completion date.

#### Expenses

- \$1.71 million increase for purchasing of Cottage at 255 Quarry Road Ryde, in accordance with Council's resolution dated 15 December 2015. The purchase was funded by Section 94.
- \$1.42 million for Office Fitout - North Ryde Office and Top Ryde Office project is required to be carried forward to 2016/2017.
- \$0.97 million Salaries and Wages funding budgeted in 2015/2016 (for period 01 July 2016 to 08 July 2016) to be carried forward to 2016/2017.
- \$0.34 million for Marsfield Park – Cricket Wicket project to be carried forward to 2016/2017.
- \$0.32 million for Ryde Civic Hub - International Design Competition project to be carried forward to 2016/2017.
- \$0.23 million for Community Grants that have not been expended, to be carried forward to 2016/2017.
- \$0.20 million for TechOne Enhancements project to be carried forward to 2016/2017.
- \$0.15 million for Synthetic Sports Surface Action Plan project to be carried forward to 2016/2017.

### ITEM 3 (continued)

#### Working Capital Summary

Following the completion of the 2014/2015 Financial Statements, Council had a Working Capital of \$4.96 million, as at 30 June 2015. The 2015/2016 Operational Plan was developed utilising \$0.008 million of Working Capital. As the result of June Quarterly Review, the forecasted Working Capital as at 30 June 2016 is \$3.29 million as detailed below;

In the June Quarterly Review, the proposed budget adjustments will result in no changes to Council's Working Capital as at 30 June 2016.

<b>Opening Working Capital</b>	<b>3,053</b>
End of Year Changes	1,910
<b>Final Opening Working Capital</b>	<b>4,963</b>
Delivery Plan	(8)
<b>Revised Working Capital</b>	<b>4,955</b>
September Adjustments	(1,888)
December Adjustments	38
March Adjustments	180
Carryover Adjustments	
June Adjustments	
** Rounding variance **	1
<b>Closing Working Capital</b>	<b>3,286</b>

#### Overview of June Review

Council's projected available Working Capital of \$3.29 million is a result of the June Quarterly Review.

The following are the major changes to be made, with a complete listing provided in the circulated document (**Appendix B**), and more detailed explanations in each Outcome area of that document.

#### Operating Budget

- The budget is projected to increase operating income by \$1.27 million (0.84%) with the main areas being as follows:
  - \$2.21 million in Sec 94 contributions received, which will be transferred to the Sec 94 reserves for future works.
  - \$0.75 million reduction for capital contributions in relation to Office Fitout - North Ryde Office and Top Ryde Office project, as the project has not been completed yet and Council expects to receive the funding in 2016/2017 financial year.

### ITEM 3 (continued)

- \$0.10 million reduction for grant in relation to Morrison Road LATM project. Council expects to receive the funding from RMS in 2016/2017.
- \$0.06 million reduction grant in relation to Stormwater Improvement Renewal Capital Program. Council expects to receive the funding from the Office of Environment in 2016/2017.
- The budget is projected to decrease operating expenses by \$1.63 million (-1.72%) with the main areas being as follows:
  - \$0.97 million Salaries and Wages funding budgeted in 2015/2016 (for period 01 July 2016 to 08 July 2016) to be carried forward to 2016/2017.
  - \$0.32 million for Ryde Civic Hub - International Design Competition project to be carried forward to 2016/2017.
  - \$0.23 million for Community Grants to be carried forward to 2016/2017.
  - \$0.08 million for Property Strategy Plan project to be carried forward to 2016/2017.
  - \$0.02 million reduction in March quarter carryover adjustments in accordance with the final position as at 30 June 2016.

In total, the above results in a projected increase in Operating Surplus of \$2.90 million, most of which is being transferred to Reserves.

### Capital Budget

- The capital budget is projected to decrease its capital expenses over budget by \$1.87 million (-5.10%), with the main areas being as follows:
  - \$1.71 million funds allocated for the purchase of 255 Quarry Road Ryde as per Council Resolution dated 15 December 2015. The purchase was funded by Section 94.
  - \$1.42 million for Office Fitout - North Ryde Office and Top Ryde Office project to be carried forward to 2016/2017.
  - \$0.34 million for Marsfield Park – Cricket Wicket project to be carried forward to 2016/2017.
  - \$0.20 million for TechOne Enhancements project to be carried forward to 2016/2017.
  - \$0.15 million for Synthetic Sports Surface Action Plan project to be carried forward to 2016/2017.
  - \$0.10 million for Eastwood Transport Management and Access Plan 2008 Project to be carried forward to 2016/2017.
  - \$0.06 million to allow for remaining essential works to be completed for Civic Centre to be carried forward to 2016/2017.

### ITEM 3 (continued)

- \$0.04 million for Business Management Financial Reporting project to be carried forward to 2016/2017.
- \$0.04 million for Integrated Field Connectivity project to be carried forward to 2016/2017.
- \$0.04 million for Sportsfield Floodlighting Renewal Capital Program to be carried forward to 2016/2017.
- \$0.03 million for Community Buildings Renewal Capital Program to be carried forward to 2016/2017.
- \$1.10 million reduction in March quarter carryover adjustments in accordance with the final position as at 30 June 2016.

### Reserve Movements

- Transfers from Reserve's budget is projected to decrease by \$2.31 million, (2.79%) the main areas being as follows:
  - \$1.71 million transfer from Section 94 Reserves for purchase of 255 Quarry Road Ryde as per Council's resolution dated 15 December 2015.
  - \$1.42 million transfer back to the Accommodation Reserve for Office Fitout - North Ryde Office and Top Ryde Office project.
  - \$0.34 million transfer back to the Asset Replacement Reserve for Marsfield Park - Cricket Wicket project.
  - \$0.32 million transfer back to the Civic Precinct Redevelopment Reserve for Ryde Civic Hub - International Design Competition project.
  - \$0.21 million transfer back to the Voluntary Planning Agreement Reserve as a correction of reserve.
  - \$0.20 million transfer back to the Asset Replacement Reserve for TechOne Enhancements project.
  - \$0.15 million transfer back to the Asset Replacement Reserve for Synthetic Sports Surface Action Plan project.
  - \$0.10 million transfer back to the Section 94 Reserve for Eastwood Transport Management and Access Plan 2008 Project.
  - \$0.08 million transfer back to the Asset Replacement Reserve for Property Strategy Plan project.
  - \$0.06 million transfer back to the Asset Replacement Reserve for Civic Centre- Essential Renewal project.
  - \$0.04 million transfer back to the Asset Replacement Reserve for Business Management Financial Reporting project.
  - \$0.04 million transfer back to the Asset Replacement Reserve for Integrated Field Connectivity project.



**ITEM 3 (continued)**

- \$0.04 million transfer back to various reserves in relation to carryover salaries and wages funding to 2016/2017.
- \$0.03 million transfer back to the Asset Replacement Reserve for Community Buildings Renewal Capital Program.
- \$0.03 million transfer back to the Asset Replacement Reserve for Sportsfield Floodlighting Renewal Capital Program.
- \$0.93 million transfer back to various reserves in relation to carryover adjustments for various projects in accordance with the final position as at 30 June 2016.
- Transfers to Reserve's budget is projected to increase by \$2.45 million (2.37%), the main areas being as follows:
  - \$2.21 million increase for Section 94 contributions received, transferred to reserve.
  - \$0.91 million increase for carryover reserve, as salaries and wages funding (for 01 July 2016 to 08 July 2016) to be carried forward to 2016/2017 financial year.
  - \$0.75 million reduction in Accommodation Reserve as capital contribution for Office Fitout - North Ryde Office and Top Ryde project has not been received in 2015/2016.
  - \$0.23 million unspent Community Grants to be transferred to Community Grant Reserve.
  - \$0.21 million reduction in Voluntary Planning Agreement Reserve as a correction of reserve.
  - \$0.04 million to be transferred to Carryover Reserve for Protecting Biodiversity in Ryde project.
  - \$0.03 million increase in various reserves in relation to carryover adjustments for various projects in accordance with the final position as at 30 June 2016.

Projects recommended to be cancelled, deferred, put on hold or to carryover

The following projects were listed in prior reviews and approved by Council to be carried over from the 2015/2016 budget and to carry forward the expenditure, associated income and reserve funding into the 2016/2017 financial year, with budget adjustments included.

**ITEM 3 (continued)**

- Waste - to - Art
- Night Time Economy
- Review of Sport and Recreation Plan
- Review of Plans of Management
- Footpath Upgrade - Byfield St Macquarie Park
- Street Tree Planting in Byfield Street Macquarie Park
- Neighbourhood Centre Renewal
- Town Centre Upgrade implementation - Renewal
- Protecting Biodiversity in Ryde
- Flora and Fauna Surveys
- Brush Farm Park Signage
- Implementation of Children Play Plan -P2
- Signage at Playgrounds
- Information Technology Renewals
- Community Buildings Renewal
- Digital enhancement for Libraries
- Library Books
- Fit For The Future
- Community Forums
- Macquarie Park, Waterloo Rd
- Ryde Remembers - ANZAC
- Events Strategy
- Intranet Upgrade
- Hungry for Art
- Traffic Facilities Khartoum and Waterloo
- Footpath Construction Expansion
- Seawalls/Retaining Walls Refurbishment Renewal
- Road Safety Plan
- Morrison Road LATM
- Traffic Facilities Khartoum and Waterloo
- Stormwater Asset Replacement Renewal
- Stormwater Improvement Works - Renewal
- Traffic Calming Devices
- ELS Hall Park #1 - Synthetic Surface
- Sportsfield Upgrade & Renewal

The following projects are listed in the June Quarterly Review and are recommended to be carried over from the 2015/2016 budget and to carry forward the expenditure, associated income and reserve funding into the 2016/2017 financial year, with budget adjustments included. These are in addition to those already approved by Council.

**ITEM 3 (continued)**

New Carryovers	Total Carryovers
• Office Fitout - North Ryde Office and Top Ryde Office	1,419,068
• Ryde Civic Hub - International Design Competition	319,023
• TechOne Enhancements	196,612
• Business Management Financial Reporting	43,500
• Traffic Calming Devices	22,687
• Eastwood Transport Management and Access Plan 2008	98,117
• Civic Centre- Essential Renewal	59,447
• RALC Asset Renewal	7,568
• Property Strategy Plan	78,215
• Synthetic Sports Surface Action Plan	147,513
• Marsfield Park - Cricket Wicket	340,000
• Sportsfield Floodlighting Renewal	36,917
• Integrated Field Connectivity	42,500
• Community Grants	228,958
<b>Total</b>	<b>3,040,125</b>

The total amount of works sought to be carried forward is \$17.11 million with a complete listing of all expenditure detailed in **ATTACHMENT 2**. The attached schedule details where previously approved carryover amounts have been revised in this review.

The major carryover items (including carryovers approved in June) are as following:

Carryover Projects	Total Carryovers
• Macquarie Park, Waterloo Rd	6,000,000
• Town Centre Upgrade implementation	1,792,031
• ELS Hall Park #1 - Synthetic Surface	1,584,593
• Office Fitout - North Ryde Office and Top Ryde Office	1,419,068
• Implementation of Children Play Plan -P2	885,768
• Footpath Upgrade - Byfield St Macq Park	595,000
• Morrison Road LATM	396,111
• Sportsfield Upgrade & Renewal	387,286
• Stormwater Improvement Works - Renewal	349,111
• Marsfield Park - Cricket Wicket	340,000
• Ryde Civic Hub - International Design Competition	319,023

### **ITEM 3 (continued)**

#### Progress against indicators

Our performance indicators help to provide a snap shot of the organisation's health. Corporate indicators focus on major areas across the whole organisation and program indicators track how we are delivering on specific elements within each of the 21 programs outlined in our Delivery Program 2015-2019 including One Year Operational Plan 2015/16.

#### Corporate indicators

All the corporate indicators are, with the exception of four, on track. The following corporate indicators met the target this quarter, noting that the organisation will be working to improve further or maintain this result at the next quarter:

- We have maintained our high response rate to customer requests. Our annual result was 93% for requests actioned within agreed timeframes. This is above our target of 90% and highlights our continued commitment to excellent customer service.
- Our annual result for responsiveness to inward correspondence was 90%, which meets our target of 90%.

The corporate indicators which have not met target this quarter and where we will look for an improvement on next quarter are:

- We had a decrease of 6% in our number of milestones met on time indicator in Q4, with a result of 84% against our target of 90%. Our annual result is 91% which is 1% above target of 90% highlights our commitment to complete projects on time.
- Our handling of complaints indicator fell this quarter to 67% against our target of 100%. Our annual result is 78% against our annual target of 100%. However, this result reflects the complexity of some complaints.
- The Q4 result of 79% for Councillor Helpdesk response times is 6% less than for the same period in 2014/15. Staff continue to ensure this result will improve in the next quarter.

### **ITEM 3 (continued)**

#### Program Indicators

Particular attention is drawn to the following areas of Council where performance has improved against previous trends or targets:

- Strong visitor numbers continue for the RALC. It has been the highest annual numbers for the last three years. This is a positive result just falling short of our annual target of 780,000 patrons.
- We continue to meet our mean gross DA determination times against the Group 3 Council Averages despite continuing increased development activity. While the high volume of applications has resulted in a slight increase in determination times for each of the three categories in the second half of the year we are still completing determinations under target timeframes. This is an outstanding result given the volume of development, with approximately \$1.5 billion of development determined in 2015/16.
- Council's investments still continue to exceed the investment benchmark. The result still continues to track above the benchmark. With the cash rate still at a historical low we have been doing well to hold our returns at this level.

#### Staff turnover

The turnover rate has increased this Quarter with the rolling 12 month figure at 15.73%. This increased turnover is attributable to many reasons, however the main two factors have been the proposed merger and the recent relocation of the City of Ryde's administration centre to North Ryde.

#### Critical Dates

The following deadlines are required to be met:

- In accordance with Section 407 of the Local Government Act 1993, the General Manager must report to the Council within 2 months after the end of each quarter as to the extent to which the performance targets set by the Council's current Management Plan have been achieved during that quarter.

The Chief Financial Officer as Council's Responsible Accounting Officer, in accordance with the Part 2 Clause 7 of the Local Government (Financial Management) Regulation 1999 is required to certify whether the Council's financial position is satisfactory having regard to the original estimates of income and expenditure.

### **ITEM 3 (continued)**

#### **Financial Implications**

Council's available Working Capital is projected to be maintained at \$3.29 million as at 30 June 2016.

Council's Operating Result before Depreciation is projected to increase by \$2.90 million to \$59.38 million surplus. Net Operating Result before Capital Grants and Contributions is projected to increase by \$1.62 million to \$15.86 million surplus.

Council's Capital Works Program is projected to decrease by \$1.87 million as detailed in the report.

As indicated earlier in this report, the summary of Council's actual result to budget in this review is not final, as Council's accounts are subject to audit. Council's end of year result will show an improved position in the 2015/2016 Financial Statements of Account Report, which is to be provided to Council at its meeting on 27 September 2016.

Overall, Council's financial position continues to be sound, noting that Council's annual funding shortfall of \$10 million for asset infrastructure maintenance and renewal is being addressed as part of Council's approved Special Rating Variation (SRV). The SRV was approved by the Minister on 19 May 2015 and has raised \$2.36 million during 2015/16 from all rateable properties in the City of Ryde. The SRV funds have been used to undertake additional asset infrastructure renewal works and asset maintenance throughout the City of Ryde.

**ITEM 3 (continued)**

**Certificate**

In accordance with the Local Government (Financial Management) Regulation 1999, Part 2, Clause 7, I report that the financial position of the Council was satisfactory as at 30 June 2016, having regard to the original estimates of income and expenditure.

Variations in total income, operating and capital expenditure as at 30 June 2016 are of a quantum and nature that overall end of year financial targets will be achieved.



Christine Joyce  
Acting Chief Financial Officer  
Responsible Accounting Officer

15 August 2016

**ITEM 3 (continued)**

**ATTACHMENT 2**

**Total Carryover excluding Income**

Account Number	2015/16 Approved Carryover	2015/16 Quarter 4 Budget Revision	Total Carryovers
<b>Grand Total</b>	<b>12,911,798</b>	<b>4,198,476</b>	<b>17,110,274</b>
<b>City Strategy and Planning</b>	<b>9,769,798</b>	<b>(155,657)</b>	<b>9,614,111</b>
<b>934. Strategic City Dept</b>	<b>9,666,798</b>	<b>(163,500)</b>	<b>9,503,238</b>
Night Time Economy	30,000	(10,000)	20,000
Review of Sport and Recreation Plan	22,000	(3,734)	18,266
Review of Plans of Management	5,704	(1,137)	4,567
Footpath Upgrade - Byfield St Macq Park	350,000	245,000	595,000
Street Tree Planting in Byfield Street Macquarie Park	40,000	2,500	42,500
Neighbourhood Centre Renewal	30,000	38,790	68,790
Town Centre Upgrade Implementation	2,124,094	(332,053)	1,792,031
Macquarie Park, Waterloo Rd	6,000,000	0	6,000,000
Brush Farm Park Signage	20,000	(7,434)	12,566
Implementation of Children Play Plan -P2	1,000,000	(114,232)	885,768
Signage at Playgrounds	45,000	18,750	63,750
<b>935. Environment, Health and Building Dept</b>	<b>103,000</b>	<b>7,873</b>	<b>110,873</b>
Waste - to - Art	18,000	(1,207)	16,793
Protecting Biodiversity in Ryde	45,000	5,580	50,580
Flora and Fauna Surveys	40,000	3,500	43,500
<b>City Works and Infrastructure</b>	<b>2,529,000</b>	<b>3,383,358</b>	<b>5,912,358</b>
<b>941. Operations Dept</b>	<b>1,130,000</b>	<b>1,388,309</b>	<b>2,496,309</b>
ELS Hill Park #1 - Synthetic Surface	980,000	604,593	1,584,593
Synthetic Sports Surface Action Plan	0	147,513	147,513
Marsfield Park - Cricket Wicket	0	340,000	340,000
Sportsfield Floodlighting Renewal	0	36,917	36,917
Sportsfield Upgrade & Renewal	150,000	237,286	387,286
<b>943. Asset Systems Dept</b>	<b>1,206,000</b>	<b>491,599</b>	<b>1,697,599</b>
Traffic Facilities Kharطوم and Waterloo	40,000	1,415	41,415
Footpath Construction Expansion	36,000	40,749	76,749
Seawalls/Retaining Walls Refurbishment Renewal	100,000	118,791	218,791
Road Safety Plan	130,000	4,306	134,306
Traffic Calming Devices	0	22,687	22,687
Eastwood Transport Management and Access Plan 2008	0	98,117	98,117
Morrison Road LATM	300,000	96,111	396,111
Gledesville Litter Reduction	200,000	1,786	201,786
Stormwater Asset Replacement Renewal	150,000	8,526	158,526
Stormwater Improvement Works - Renewal	250,000	99,111	349,111
<b>945. Business Infrastructure Dept</b>	<b>193,000</b>	<b>1,525,450</b>	<b>1,718,450</b>
Office Fitout - North Ryde Office and Top Ryde Office	0	1,419,068	1,419,068
West Ryde Community Facility - (Fitout & Project Man)	193,000	(14,333)	178,667
Property Strategy Plan	0	78,215	78,215
Integrated Field Connectivity	0	42,500	42,500
<b>Corporate and Community Services</b>	<b>310,000</b>	<b>624,723</b>	<b>934,723</b>
<b>920. Corporate and Community Services</b>	<b>0</b>	<b>59,447</b>	<b>59,447</b>
Civic Centre- Essential Renewal	0	59,447	59,447
<b>922. Library Services Dept</b>	<b>10,000</b>	<b>1,456</b>	<b>11,456</b>
Digital enhancement for Libraries	10,000	1,456	11,456
<b>925. Community Services Dept</b>	<b>50,000</b>	<b>256,548</b>	<b>306,548</b>
Community Buildings Renewal	50,000	27,580	77,590
Community Aid - Contributions & Donations	0	80,500	80,500

\*Report Contains Filters



**ITEM 3 (continued)**

**ATTACHMENT 2**

Community Welfare - Contributions & Donations	0	53,500	53,500
Cultural Grants - Contributions & Donations	0	65,508	65,508
Eisteddfod - Contributions & Donations	0	8,000	8,000
Sports Grants - Contributions & Donations	0	21,450	21,450
<b>926. Finance Dept</b>	0	(240,112)	<b>240,112</b>
TechOne Enhancements	0	196,612	196,612
Business Management Financial Reporting	0	43,500	43,500
<b>927. Information Systems Dept</b>	<b>250,000</b>	<b>59,592</b>	<b>309,592</b>
Information Technology Renewals	250,000	59,592	309,592
<b>928. Ryde Aquatic Leisure Centre Dept</b>	0	7,568	<b>7,568</b>
RALC Asset Renewal	0	7,568	7,568
<b>Office of Chief Operating Officer</b>	<b>303,000</b>	<b>27,059</b>	<b>330,059</b>
<b>950. Chief Operating Officer</b>	<b>150,000</b>	<b>8,449</b>	<b>158,449</b>
Fit For The Future	150,000	8,449	158,449
<b>961. Communications, Customer Service and Events Dept</b>	<b>153,000</b>	<b>18,610</b>	<b>171,610</b>
Community Forums - Capital & Non-Capital Project Budget	20,000	653	20,653
Ryde Remembers - ANZAC	15,000	16,028	31,028
Events Strategy	50,000	0	50,000
Intranet Upgrade	50,000	0	50,000
Hungry for Art	18,000	1,929	19,929
<b>Office of General Manager</b>	<b>0</b>	<b>319,023</b>	<b>319,023</b>
<b>910. General Manager only</b>	<b>0</b>	<b>319,023</b>	<b>319,023</b>
Ryde Civic Hub - International Design Competition	0	319,023	319,023

\*Report Contains Filters

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## **4 COMMUNITY HALLS AND MEETING ROOMS HIRE POLICY**

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**Report prepared by:** Manager - Community Services

**File No.:** CSG/14/3/22/1 - BP16/1089

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### **REPORT SUMMARY**

On 17 May 2016 Council resolved to approve the Draft Community Halls and Meeting Rooms Hire Policy, for the purpose of public consultation.

The public consultation process took place from 18 July 2016 to 5 August 2016. The consultation process consisted of five information sessions and was advertised on Council's Webpage, Council's 'Have Your Say Webpage' and Local Media. An eNewsletter was sent out to all existing hirers of Council's Halls and Meeting Rooms, and also hirers who had recently discontinued hiring these facilities.

As Council may on occasion wish to seek feedback from venue hirers on matters pertaining to hall use, venue hirers were encouraged during the consultation process to register their interest in being part of a discussion group should Council require.

The Draft Policy is recommended for Council's endorsement in order for Council to optimise the use of Council's Halls and Meeting Rooms in a transparent, equitable and financially sustainable manner.

### **RECOMMENDATION:**

That Council endorse the Draft Community Halls and Meeting Rooms Hire Policy.

### **ATTACHMENTS**

**1** Community Hall Policy - 16 August 2016

Report Prepared By:

**Paul Chidzero**  
**Manager - Community Services**

Report Approved By:

**Jill Webb**  
**Acting Director - Corporate and Community Services**

## ITEM 4 (continued)

### Discussion

The purpose for this Draft Policy is to establish a framework for the allocation and management of Council's Community Halls and Meeting Rooms on an annual basis. Currently Council has no documented policies, guiding principles or legal instrument for hirers, which manages the hire of Council's Halls and Meeting Rooms.

On 17 May 2016 Council resolved to approve the Draft Community Halls and Meeting Rooms Hire Policy, for the purpose of public consultation.

The public consultation process on the Draft Policy took place from 18 July 2016 to 5 August 2016.

There were five information sessions held at Ryde Library on:

- Saturday, 23 July 2016 at 10.00am
- Tuesday, 26 July 2016 at 10.00am and 6.00pm
- Wednesday, 27 July 2016 at 2.00pm
- Thursday, 28 July 2016 at 6.00pm

Responses during the information sessions were both encouraging and supportive of the Draft Policy.

The main feedback from the public consultation revealed concerns with the opening dates for the yearly application process. In the original proposed Draft Policy, these dates were specified as *"Applications for the New Financial year bookings will open on the first week of March each year and close on the second Friday of April. Applicants will be notified in writing of the status of their application no later than the end of the third week of May each year"*.

Council's preference was to run the allocation process around the financial year and the majority of the groups weren't concerned about when the yearly application process commenced. There were however a proportion of regular hirers that plan their initiatives around a calendar year.

Based on this feedback received, it is proposed to amend the yearly application process to *"Applications for the New Calendar year bookings will open on the third week of August each year and close on the last Friday of September. Applicants will be notified in writing of the status of their application no later than the end of the third week of November each year"*.

#### **ITEM 4 (continued)**

Whilst Council did not receive any written or online correspondence on the Draft Policy, there were 12 current hire groups who indicated their willingness in being a part of any hall use discussion group should Council require them in the future. These community groups were:

- Sydney Church of Christ
- Onroad Driving School
- Relaxation Yoga
- River City Church
- Thank Arthur Its Friday
- Hwarangdo
- Meadowbank Combined Probus Club
- Fluid Balance
- CECA Logos Church
- Kangatraining
- North Ryde Community Aid & Information
- Community Migrant Resource Centre

#### **Financial Implications**

Adoption of the recommendation will have no financial implication on Council.

#### **Options**

##### Option 1

That the Draft Community Halls and Meeting Rooms Policy be adopted.

This option is recommended.

##### Option 2

That Council maintains the status quo, under the current arrangements.

In the absence of an established framework and as Council currently has no documented policies, guiding principles or legal instrument of hire, that manages the hire of Council's Halls and Meeting Rooms, this option is not recommended.

**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**



**Scope**

The City of Ryde is committed to providing a range of Community Halls and Meeting Rooms for the hire on a casual or regular hire arrangement to the community of Ryde. This policy establishes guiding principles and guidelines under which Community Halls and Meeting Rooms for hire will be managed.

This Policy applies to all of Council's Community Halls and Meeting Rooms for hire and includes Council's community buildings managed under a licence, where provisions are made within the licence agreement for the shared use under a community hall hire and meeting room hire arrangement. This Policy should be read in conjunction with Council's Adopted Fees and Charges Schedule.

**Purpose**

This Policy aims at establishing a framework for the allocation and management of Council's Community Halls and Meeting Rooms to support the efficient and effective usage of Council's halls and meeting rooms, thereby ensuring a fair and reasonable access to Council's facilities by all users across the City of Ryde's community in assisting Council to prioritise the usage of its facilities.

**Policy Objectives**

- Establish the principles that will guide the allocation and management of Council's Community Halls and Meeting Rooms.
- Establish a management model that defines the criteria, which must be met to enter into a permit for the use of Council's Community Halls and Meeting Rooms.
- Establish the ownership arrangements for existing and any new upgrades within Council's Community Halls and Meeting Rooms allocated under a permit agreement.
- Establish the protocols for accepting and assessing applications and applying fees to ensure the optimal usage of Council's Community Halls and Meeting Rooms.

**Principles**

The principles stated below will guide all practices associated with the allocation and management of Council's Community Halls and Meeting Rooms.

**Principle 1 – Fairness and Impartiality**

Fairness and Impartiality - is the key principle that will guide ethical behaviour in all

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**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**



dealings with applicants for, and users of, Council's Community Halls and Meeting Rooms. All applicants and users will be treated equally and no preferential treatment will be given to applicants or users.

**Principle 2 – Transparency of Process**

Transparency of Process - is the core principle that ensures procedural integrity. All processes and procedures established for the allocation and management of Council's Community Halls and Meeting Rooms will be created and implemented in a transparent and open manner.

**Principle 3 - Equitable Usage**

Equitable Usage - underpins the fair allocation of facilities to community groups to allow a degree of continuity of usage without permitting one user group to monopolise a facility, unless under an exclusive licence agreement.

**Principle 4 – Co-location and Sharing of Facilities**

Co-location and Sharing of Facilities - is vital to ensuring optimal usage of Council's Community Halls and Meeting Rooms, so as to prevent the unnecessary duplication of facilities and the wastage of community resources.

**Principle 5 – Multi-purpose**

Multi-purpose - will be a key design consideration when assessing applications or requests from community groups and organisations to upgrade, expand or replace existing facilities, thereby ensuring the long term sustainability of facilities.

Entities who have Council approval and are contributing to the upgrades of Community Halls and Meeting Rooms to meet their specific needs will not receive exclusive access to such facilities. There is no guarantee given by Council to continued booking arrangements beyond the specified period within the existing Permit. Council will retain ownership of all its Community Halls and Meeting Rooms for hire, including any subsequent improvements made by third parties.

Council recommends that Community Groups and Organisations who wish to undertake major upgrades to existing hire facilities at their expense and retain exclusive or long term access, approach Council's Community and Cultural Buildings team to assist in locating an appropriate alternative venue under a licence arrangement.

**Principle 6 – Financial Sustainability**

Financial Sustainability - is a critical factor in ensuring the maintenance of Council's Community Halls and Meeting Rooms to a high standard and as such, all users are required to make ongoing financial contribution in line with Council's Fees and Charges Schedule.

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ATTACHMENT 1

**Community Halls and Meeting Rooms Hire Policy**



**Definitions**

- **Community Halls and Meeting Rooms** -refers to Council owned or controlled buildings that are principally used to support community services, leisure and cultural activities (e.g. Civic Hall, Community Halls and Centres, Meeting Rooms ).
- **Licence** -refers to a legal agreement issued by the City of Ryde that grants either exclusive or non-exclusive occupancy over all, or part of, a community facility owned or under the control of City of Ryde
- **Permit** -refers to a legal agreement issued by the City of Ryde for non-exclusive, seasonal or casual hire of all, or part of, a community facility owned or under the control of City of Ryde.
- **Community Organisation** -refers to an incorporated organisation that has a charitable status and principally provides community services for the aged, disabled, youth, children, families and multi-cultural communities.

Organisations claiming to be a Community Organisation or Not for Profit; including religious groups will be required to provide proof of such through the provision of either a copy of their certificate of incorporation stating the above or a copy of their Australian Charity and Not for Profit Commission registration.

- **Community Group** -refers to an unincorporated club or a group of people engaged in a hobby, and or social and cultural exchange that provides some community benefit.
- **Funded Community Group or Organisation** -refers to an incorporated or unincorporated body as indicated under a Community Organisation or Community Group , that receives Federal, State or Local Government Funding for operational or targeted program delivery.
- **Unfunded Community Group or Organisation** -refers to an incorporated and unincorporated body as indicated under a Community Organisation or Community Group, that does not receive Federal, State or local Government Funding for operational or targeted program delivery.
- **Private Organisation** -refers to incorporated private or commercial organisations that operate on a for profit basis.
- **Individual** -refers to a person or group of people that are not operating as a community group or any other type of organisation.

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**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**

- 
- **Schools** -refers to pre-primary, primary and secondary educational institutions that are operated by the state government, private sector, or religious organisations.
  - **Government Organisation** -refers to a State or Federal Government Department or Authority.
  - **Poor Public Citizen** -refers to individuals, community organisation, community groups, schools, private organisations, sporting clubs and associations or any other users that have been granted a permit to use Council's Halls and Meeting Rooms and have been subsequently deemed by the General Manager of Council (at his/her sole discretion) to have used those Council's Halls and Meeting Rooms in an unacceptable manner. In this regards, "unacceptable manner" means, but is not limited to, the following:
    - (a) the receipt by Council of substantiated complaints as a result of the use including regular noise and public nuisance complaints ; and
    - (b) where repeated requests from Council to modify the unacceptable behaviour have been ignored by the users; or
    - (c) the use has resulted in malicious damage to Council's venue.
  - **Sporting Association** -refers to an incorporated, principal, regional or state organisation that governs the terms of operation, or conduct of sporting clubs from a particular code of sport (e.g. Soccer Association). Sporting Associations are usually incorporated under the Associations Incorporation Act or the Companies Act.
  - **Sporting Club** -refers to an incorporated club that has been established to run a sporting activity/s.
  - **Historical Arrangements** – refers to Community Organisations, Community Groups, or any other entity under the definitions of this Policy where previous provisions or commitments were made either through a Council nominated officer or by a resolution of Council, that granted the use of Council's Community Halls and Meeting Rooms at rates not aligned to Council's Fees and Charges Schedule applicable for that purpose.
  - **Fees and Charges Schedule** – refers to the legal instrument which stipulates Council's Fees and Charges and the specific criteria that all users hiring Council Halls and Meeting Rooms fall under.

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**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**



**Fees and Chargers Schedule**

Council's Fees and Charges Schedule heading for Community Hall and Meeting Room Hire will be in line with the headings provided for in the definitions of this Policy.

**Guidelines /Procedures**

Council currently honours a number Historical Arrangements where supporting documentation for the use of Council's Halls and Meeting Rooms for hire is not always available or where a resolution of Council has granted the use of facilities at rates that are not in line with Councils Adopted Fees and Charges Schedule. In line with the principles of this Policy, Council will continue to honour these existing Historical Arrangements for a period of up to 6 months after the endorsement of this Policy. During this 6 month period Council officers will prepare a report to Council identifying these groups and the conditions that apply to each group under these Historical Arrangements . Council officers will make recommendations to Council for adoption pertaining to each arrangement. Once adopted, these arrangements will remain in place for a period of 3 years and be reviewed every 3 years thereafter.

Council uses three types of agreements to manage community facilities, namely leases, licences and permits. This policy deals only with Permit Allocations and makes references to aspects of Council's Community Building Licensing Policy. The criteria that must be met to enter into a permit arrangement for the use of Council's Community Halls and Meeting Rooms, and the entities eligible to enter into these types of agreements with Council are documented below:

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**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**



Legal Instrument to be used	Types of entities that can apply	Criteria/ Conditions to be met	Term of Agreement
Permit	<ul style="list-style-type: none"> <li>Community Organisations</li> <li>Sporting Associations</li> <li>Sports Clubs</li> <li>Community Groups</li> <li>Private Organisations</li> <li>Government Organisations</li> <li>Schools</li> <li>Private Individuals</li> </ul>	<ul style="list-style-type: none"> <li>The proposed use of the facility supports the stated principles of this policy and has the potential to address the priority needs of the community.</li> <li>Applications for the New Calendar year bookings will open on the Third week of August each year and close on the last Friday of September. Applicants will be notified in writing of the status of their application no later than the end of the third week of November each year.</li> <li>Regular bookings will not exceed the duration of the financial year.</li> <li>Casual bookings as defined by Council's Hall Hire terms and conditions may be made up to 12 months in advance from the date of enquiry.</li> <li>The Permit will charge the stated Council Fees for the use of the facility applicable to the relevant user category.</li> </ul>	<p><b>Minimum</b> 2 hours</p> <p><b>Maximum</b> 1 year.</p> <p>If usage booked is across the entire financial year the user must reapply through the annual allocation process.</p> <p><b>Calendar year.</b> This begins on 1 January and ends on 30 December of each year..</p> <p><b>Terms and Conditions.</b> Will be in line with City of Ryde's Venue Hire Application Forms</p>

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**Community Halls and Meeting Rooms Hire Policy**



		<ul style="list-style-type: none"> <li>• In line with Council's venue hire Terms and Conditions the applicant may be required to demonstrate financial capabilities to meet the financial obligations of the permit, if the permit is for a period greater than 6 months.</li> <li>• The proposed use of the facility must comply with the City of Ryde's Plans of Management, Planning Controls and Policies of Council.</li> <li>• The applicant must not be a re-formed legal entity that previously owed monies to Council under its prior legal entity.</li> <li>• Under the definitions specified in this Policy, groups claiming to be a Community Organisation or Not for Profit; including religious groups, will be required to provide a copy of their certificate of incorporation stating the above or a copy of their Australian Charity and Not for Profit Commission registration. This applies to both funded and unfunded Community Groups</li> <li>• The applicant must not have been a "poor public citizen" as defined in this Policy, that was subject to regular complaints</li> </ul>	
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Title of Policy		
Owner: Service Unit	Accountability:	Policy Number: # <i>Provided by Governance</i>
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**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**



		<ul style="list-style-type: none"> <li>• Historical Arrangements under this policy will be honoured for 6 months after endorsement of this policy pending a review and endorsement by Council of any new arrangement.</li> <li>• Entities falling under the definition of Historical Arrangement will be required to provide evidence that they still meet community outcomes at each review period. If this evidence is not provided, Council's nominated Fees and Charges will apply.</li> </ul>	
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Title of Policy		
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**ITEM 4 (continued)**

**ATTACHMENT 1**

**Community Halls and Meeting Rooms Hire Policy**

**References – Legislation**

- Local Government Act (1993) - Specifies how Council Manages its Affairs.
- Smoke Free Environment Act (2000) - Specifies regulations on Smoking in Public Spaces.
- Community Strategic Plan - Specifies how community obligations are met.
- Asset Management Plan - Specifies how Council manages its Assets.
- Long Term Financial Plan - Specifies how Council meets its financial obligations over the next 10 years
- Plans of Management - Specifies current and future use of facilities

**Review Process**

This Policy should be reviewed within 1 year from date of adoption and every 3 years thereafter, and endorsed by Council.

Existing Historical Arrangements as defined in the Policy are to be reviewed and endorsed by Council every 3 years.

**Attachments**

This Policy is to be read in conjunction with the Term and Conditions identified on the Venue Hire Application Forms and Community Buildings Licensing Policy referencing shared use in a none exclusive agreement.

<b>Title:</b>	<b>Trim Reference</b>
Community Halls and Meeting Rooms Policy	D16/30959
Venue Hire Application Form	D16/35542
Community Buildings Licensing Policy	D13/45946

<b>Title of Policy</b>		
Owner: Service Unit	Accountability:	Policy Number: #
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**5 ACCESS ADVISORY COMMITTEE - MINUTES OF 6 JULY 2016 MEETING  
AND NEW NOMINATION**

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**Report prepared by:** Community Projects Officer - Social Inclusion  
**File No.:** GRP/09/4/1/7 - BP16/1116

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**REPORT SUMMARY**

The Access Advisory Committee met on 6 July 2016. The Committee made a recommendation to support the nomination of Ms Cecilia Jeongman Park an Ability Linker and a volunteer leader of the Korean Cockatoos Carers Group on the Committee. The Minutes are **ATTACHED**.

This report supports the nomination and recommends that Ms Park is appointed to the Committee.

**RECOMMENDATION:**

That Council endorse nomination of Ms Cecilia Jeongman Park, Ability Linker and volunteer leader of the Korean Cockatoos Carers Group, for a position on the Access Advisory Committee.

**ATTACHMENTS**

1 Access Advisory Committee Minutes - 6 July 2016

Report Prepared By:

**Cemile Yuksel**  
**Community Projects Officer - Social Inclusion**

Report Approved By:

**Gunjan Tripathi**  
**Senior Coordinator - Cultural and Social Planning**

**Meryl Bishop**  
**Manager - Strategic City**

**Liz Coad**  
**Acting Director - City Strategy and Planning**

## ITEM 5 (continued)

### Discussion

The Access Advisory Committee Minutes for 6 July 2016 are (**ATTACHED**) for Council's consideration. Following discussion further outlines the basis for Committee's recommendations.

### Nomination of new committee member

The Committee recommends Council to consider nomination of Ms. Cecilia Jeongman Park for a position on the committee. Ms Park represents Ability Links NSW (Settlement Services International) in her current role as an Ability Linker as well as the volunteer leader of the Korean Cockatoos Carers Group consisting of families with children with autism and developmental disorders. She is a carer representative of Carers NSW and a member of Family Advocacy. In 2012, she won NSW Carers Award (individual) and in 2014, the Korean Cockatoos group has received NSW Carers Award (group). She is also a recipient of North Sydney Community Awards (Individual) in 2013.

Her previous roles included teaching music for people with disability and directing music groups with disability. She completed a PhD in music education at UNSW. She has been actively volunteering in the community, as a volunteer music teacher at a local special school, a volunteer mentor to other carers (Someone to Turn to, Autism Australia) and a church organist. Ms Park comes from Korean heritage and is passionate about working with the local communities.

The Access Advisory Committee Terms of reference outline 12 membership places with current membership of 9 members. There are 3 additional places available on the committee.

Ms Park's nomination will add diversity and robustness to the Committee membership in line with its primary role to:

- *Provide advice to Council to ensure that **all** residents and visitors to the City of Ryde are able to participate actively in all aspects of community and civic life and that Council recognises and values the diversity of its community.*

### Financial Implications

Adoption of the recommendation will have no financial impact.

**ITEM 5 (continued)**

**ATTACHMENT 1**

<b>Subject:</b>	Access Advisory Committee		
<b>File No:</b>	COR 2013/207		
<b>Document Ref:</b>	D16/94164		
<b>Venue:</b>	Wallumatta Meeting Room – Top Ryde Library		
<b>Date:</b>	6 <sup>th</sup> July 2016		
<b>Time:</b>	5.00pm	Started at: 5.00 pm	Closed at: 6.30 pm
<b>Chair:</b>	Gunjan Tripathi		
<b>Meeting Support (MS):</b>	Linda Smith – EA to the Mayor and Councillors		

**Committee Role:**

Advises and makes recommendations to Council on matters relating to access issues, with particular emphasis on issues for people with disabilities as defined by UN Convention on the Rights of Persons with Disabilities.

Present	Apology	Name	Position Title	Organisation
x		Clr Denise Pendleton	Chairperson	City of Ryde
x		Brian Bernard	Community Representative	
		Connie Netterfield	Community Representative	
		Diane O' Brien	Community Representative	
x		Doris Carrall	Community Representative	
x		Greg McClure	Community Representative	
x		Barbara Stannard	Community Representative	
x		Hazel Myers	Community Representative	
		Neita Matthews OAM	Community Representative	
x		Seaja Chang	Community Representative	
x		Rebecca Ho	Community Representative	

**Other Attendees**

Name	Position Title
Gunjan Tripathi	Senior Coordinator – Cultural and Social Planning – Strategic City
Cemile Yuksel	Community Projects Officer – Social Inclusion



**ITEM 5 (continued)**

**ATTACHMENT 1**

Details		Action	Responsibility and Date
1.	<p><b>Welcome:</b></p> <p>Clr Pendleton welcomed all present and provided an update on the possible merger of City of Ryde, Lane Cove and Hunters Hill Councils.</p> <p>Clr Pendleton also provided information about the future of the Civic Centre site at Ryde.</p>	Noted	
2.	<p><b>Attendance and apologies:</b></p> <p>As above</p>	Noted	

**ITEM 5 (continued)**

**ATTACHMENT 1**

	Details	Action	Responsibility and Date
3.	<p><b>Confirmation of Minutes 23<sup>rd</sup> March 2016 and matters arising</b></p> <p><u>Developing Public Mapping interface that displays inclusive and accessible Council facilities on the website.</u></p> <p>Gunjan advised that the work being undertaken by Lindsay Mason has been completed. The 40 accessible toilets in the Ryde LGA have now been placed on the National Public Toilet Map website and also the iphone app.</p> <p>Hard copies of the community information directories can be obtained from the libraries.</p> <p><u>NDIS Information sessions</u></p> <ul style="list-style-type: none"> <li>• Sessions were held on 3<sup>rd</sup> December 2015 and 30<sup>th</sup> March 2016.</li> <li>• 239 people attended the session and 60 service providers from 25 organisations provided information</li> <li>• It was noted that the venue was not easy to find and was not suitable for electronic wheelchairs.</li> <li>• Future sessions will ensure access issues are addressed.</li> <li>• The NDIA also held sessions in April which were well attended and provided additional information.</li> <li>• Council also hosted Jeder Institute to deliver seven NDIS planning workshops early this year.</li> <li>• Council provides NDIS information on its Social Inclusion webpage, which will be updated soon.</li> <li>• It was noted that medical, housing and food costs are not included in the NDIS payments but that transport costs are covered.</li> </ul>	<p>The minutes of the meeting of 23<sup>rd</sup> March 2016 were confirmed.</p> <p>A copy of the Elizabeth Burford's presentation from the meeting of 23<sup>rd</sup> March 2016 will be reissued with the minutes.</p> <p>Noted</p>	

**ITEM 5 (continued)**

**ATTACHMENT 1**

	Details	Action	Responsibility and Date
4.	<ul style="list-style-type: none"> <li>• A full rollout of the NDIS is not expected until 1<sup>st</sup> July 2018.</li> <li>• NDIS planning sessions are undertaken by a number of groups including “My Choice Matters”.</li> </ul> <p><u>Accessibility of Council properties</u></p> <ul style="list-style-type: none"> <li>• The previous item opened discussion regarding the accessibility of Council buildings.</li> <li>• It was noted that the Air League Building is not accessible.</li> <li>• An audit has previously been carried out to measure access issues at Council buildings and it was suggested that it may be time to carry out a further audit.</li> </ul> <p><u>Relocation to North Ryde Office</u></p> <ul style="list-style-type: none"> <li>• Gunjan advised that Cultural and Social Planning staff are now located at Council’s North Ryde Office.</li> <li>• Staff are attempting to maintain a presence in the community by holding meetings in various locations such as C3 Church, Royal Rehab offices etc.</li> <li>• As Cultural and Social Planning is part of the Strategic City, Gunjan hopes there will be the opportunity to have a greater influence on building and planning design.</li> <li>• Information about DA’s are needed at the early stage of planning so that inclusive and access issues can be addressed.</li> <li>• Wider footpaths, proximity of parking etc are all simple issues which greatly improve amenity for people with access limitations.</li> </ul>	<p>Recommendation that an audit be carried out of Council buildings to identify access issues.</p> <p>The information was noted.</p> <p>A staff member from the DA Assessment team will be invited to the next Access Committee meeting to discuss ways in which improvements can be made to the way DA’s are assessed.</p>	

**ITEM 5 (continued)**

**ATTACHMENT 1**

Details	Action	Responsibility and Date
<p><u>Formation of Council's social inclusion working group</u></p> <ul style="list-style-type: none"> <li>• Council will be conducting a session at the Civic Centre on 18<sup>th</sup> August 2016 where information about changes to the aged services sector will be discussed.</li> <li>• Many people have requested information about how to access "my aged care".</li> <li>• The session will run between 10am to 12noon.</li> <li>• Information will be provided on using the "my aged care" website, services available, volunteering opportunities etc.</li> <li>• Details about the support offered through Community Aid, Ryde Hunters Hill Community Services and Transport etc will be discussed.</li> <li>• Staff will be holding discussions with the larger businesses located in Macquarie Park to encourage business opportunities in a socially inclusive environment.</li> <li>• A social inclusion working group of Council staff will meet on 12<sup>th</sup> July 2016.</li> <li>• The aim is to build the capacity of staff and the corporate sector.</li> <li>• Collaboration between the three tiers of government will be encouraged.</li> <li>• University research on ageing and the involvement of business will be discussed.</li> </ul>	<p>The information was noted.</p> <p>It was noted that the recent relocation of Medicare to the Centrelink office at Ryde is not convenient and has made access to this service more difficult for many people.</p> <p>An update on the results of the social inclusion meeting will be provided at the next meeting of this committee.</p>	



**ITEM 5 (continued)**

**ATTACHMENT 1**

Details	Action	Responsibility and Date
<p><u>Doris Carroll</u></p> <ul style="list-style-type: none"> <li>Doris commented on the lack of cement blocks in many bus stop locations which make it dangerous and difficult for the elderly and people in wheelchairs to disembark from buses.</li> <li>Staff advised that a review of all bus stops, shelters etc in Ryde was planned for this year.</li> </ul> <p><b>New member of committee</b>            Seaja Chang nominated Cecilia Park as a new committee member. Cecilia is employed as an Ability Linker with Settlement Services International and a volunteer leader of the Korean Cockatoos - Korean Carers Group.</p> <p>The Committee welcomed the nomination of Cecilia Park.</p> <p><b>5. Next Meeting:</b>            Wednesday 7 September 2016            5.00 – 6.30pm            Wallumatta Meeting Room – Top Ryde Library</p>	<p>Anthony Ogle to be invited to the next meeting of this committee to advice on the review status.</p> <p>Noted</p> <p>The information was noted.</p> <p>To be forwarded to Council for endorsement</p>	

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## **6 REPORTS DUE TO COUNCIL**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLM/16/1/5/2 - BP16/1027

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### **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 6 September 2016 (listing **ATTACHED**).

It should be noted that when this report was last presented to Council on 21 June 2016, there were 34 reports listed and following consideration of that report there were 12 overdue reports due to Council.

There are currently 34 reports listed in the attachment and following consideration of this report, there will be 14 overdue reports due to Council.

### **RECOMMENDATION:**

That the report on Outstanding Council Reports be endorsed.

### **ATTACHMENTS**

1 Outstanding Reports to Council - as at 6 September 2016

Report Prepared By:

**Amanda Janvrin**  
**Senior Coordinator - Governance**

Report Approved By:

**Angela Jones-Blayney**  
**Acting Chief Operating Officer**

**ITEM 6 (continued)**

**ATTACHMENT 1**

## Outstanding Reports

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Works and Community	<b>NOTICE OF MOTION - AMENDMENT TO VOLUNTARY PLANNING AGREEMENT (VPA) POLICY</b>	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>
<b>Meeting Date</b>	(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.	<b>Anticipated date</b>	<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		15/11/2016	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	<i>Workshop deferred to February 2014.</i>
			<i>Workshop to be rescheduled due to another workshop needing to take priority.</i>
			<i>A response to this resolution will be considered as a part of Section 94A Plan and/or Sport and Recreation Strategy.</i>
			<i>Sport and Recreation Strategy scheduled for November 2016</i>



**ITEM 6 (continued)**

**ATTACHMENT 1**

<i>Works and Community</i>			
<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>PLANNING PROPOSAL 461- 495 VICTORIA ROAD (BUNNINGS)</b>	1/12/2017	<i>Update 11 May 2015: Date for report is tentative and will be updated when further information on Bunnings development is available.</i>
<b>Meeting Date</b> 28/04/2015	(c)That Council adopt the following for inclusion in the Bunnings Gladesville Traffic and Parking Study:	<b>Anticipated date</b> 1/12/2017	<i>Update 18 November 2015: Nil.</i>
<b>Group</b> City Works and Infrastruc	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.	<b>Officer</b> Harry Muker	<i>Update 6 September 2016: This resolution is being reviewed by the Planning and Environment Committee as Bunnings have submitted a S96 application. Accordingly, the trial full closure of College Street has been deferred.</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>NOTICE OF MOTION - SKATE PARK - COMPLETE</b>	15/12/2015	<i>The Skate Park Working Group is progressing in their assessment of finding a suitable location for the facilities.</i>
<b>Meeting Date</b> 12/05/2015	(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.	<b>Anticipated date</b> 20/09/2016	<i>A Councillor Workshop is scheduled for 26 April 2016.</i>
<b>Group</b> City Strategy and Plannin		<b>Officer</b> Meryl Bishop	<i>Options for youth and family recreation spaces, including consideration of skate park options was reported to Works and Community on 20 September 2016.</i>  <i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Works and Community	<b>OPTIONS TO CONDUCT A WINE AND MUSIC FESTIVAL</b>	15/12/2015	<i>At its meeting held on 15 December 2015, Council endorsed the nominations received for the East Ward Events and Promotions Advisory Committee. The first meeting of the Committee was held on Monday, 22 February 2016.</i>
<b>Meeting Date</b> 26/05/2015	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:	<b>Anticipated date</b> 15/11/2016	<i>Review of Council's existing events program and processes to be undertaken by the newly created Senior Coordinator Events currently being recruited.</i>
<b>Group</b> Chief Operating Officer	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.	<b>Officer</b> Angela Jones-Blayney	<i>Review of Council's existing events program and procedures has commenced. The role of Senior Coordinator Events has now commenced and is in the process of developing the Events Strategy.</i>  <i>The preferred methodologies regarding the development of an events strategy for Council will be presented to a Councillor Workshop on Tuesday, 27 September 2016. Following the Workshop a report will be</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

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*prepared and presented to the  
Works and Community  
Committee in November 2016.*

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>NOTICE OF MOTION - INSTALLATION OF NETBALL RINGS</b>	15/11/2016	<i>Update 18 November 2015: It is anticipated that this report will be presented to the Works and Community Committee meeting in once the findings of the Sport and Recreation Strategy are known.</i>
<b>Meeting Date</b> 23/06/2015	(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.	<b>Anticipated date</b> 15/11/2016	<i>Update 12 February 2016: This matter will be considered in the development of the City of Ryde Sports and Recreation Strategy.</i>
<b>Group</b> City Works and Infrastruc	(b)That Council officers investigate installation of an additional netball court at Norma Woods netball courts Meadowbank.	<b>Officer</b> Barry Hodge	<i>Update 6 September 2016: In relation to items a) and c), these matters will be considered in the City fo Ryde Sports and Recreation Strategy. It is anticipated this Strategy will be reported to the Works and Community Committee in November.</i>
	©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.		<i>In relation to item b), additional grass courts were marked prior to the 2016 netball season.</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>PUTNEY TENNYSON BOWLING AND COMMUNITY CLUB - DRAFT LICENCE AGREEMENT</b>	21/06/2016	<i>Letter advising of Council resolution sent to the Club.</i>
<b>Meeting Date</b>		<b>Anticipated date</b>	<i>Exhibition closes 30 June 2016.</i>
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.	13/12/2016	<i>Report to Council 26 July 2016.</i>
<b>Group</b>		<b>Officer</b>	<i>Part (c) COMPLETED.</i>
City Strategy and Plannin	(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>Part (d) Negotiations underway.</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Works and Community	<b>CRICKET FACILITIES IN THE CITY OF RYDE - COMPLETE</b>	16/08/2016	<i>Update 18 November 2015: 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>
<b>Meeting Date</b>	(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.	<b>Anticipated date</b>	<i>Update 12 February 2016: This matter will be considered in the development of the City of Ryde Sports and Recreation Strategy.</i>
1/09/2015		16/08/2016	
<b>Group</b>		<b>Officer</b>	<i>Update 6 September 2016: This matter was addressed at the Council meeting held on 28 June 2016, including funding for cricket nets in Meadowbank Park and funds included in the 2016/17 Operation Plan.</i>
City Works and Infrastruc		Barry Hodge	<i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>STRENGTHENING RYDE - ESTABLISHMENT OF PROGRAM 2015-2019</b>	15/03/2016	<i>Strategy to presented to Council in Workshop April 2016.</i>
<b>Meeting Date</b>	(a)(15)That Council endorse the Strengthening Ryde Initiative – Sport and Recreation Strategy be separately reported to Council.	<b>Anticipated date</b>	<i>Sport and Recreation Strategy scheduled for November 2016</i>
22/09/2015		15/11/2016	<i>Works and Community Committee.</i>
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	

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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Works and Community	<b>ART COLLECTION MANAGEMENT AND DISPLAY OPTIONS</b>	15/03/2016	<i>Review of current processes and investigation of future options for management has commenced.</i>
<b>Meeting Date</b>	(c)That a further report be provided to Council on the management and development of the City of Ryde art collection including development of guidelines for acquisition (i.e. purchasing) and deaccessioning (i.e. disposal) guidelines and processes.	<b>Anticipated date</b>	<i>This report will be presented to the Works and Community Committee in March 2017.</i>
27/10/2015		21/03/2017	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Paul Chidzero	

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**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	MAYORAL MINUTE - NIGHT TIME ECONOMY	26/04/2016	<i>Consultation with Advisory Committees to be undertaken upon resumption in 2016.</i>
<b>Meeting Date</b>	(b)That Council consult with the Macquarie Park Forum, Economic Development Advisory Committee and the Events and Promotions Committees prior to the finalisation of any brief and budget for the study and that the outcomes of the consultation be reported back to Council.	<b>Anticipated date</b>	<i>Initial consultation with Advisory Committee completed. Draft Brief in final stages of development. Report to Council expected April.</i>
24/11/2015		15/11/2016	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	<i>Study Underway - it is anticipated the findings will be reported to Council in November 2016.</i>
<hr/>			
<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Finance and Governance	PAYMENT PORTAL AND PAYMENT GATEWAY - eBUSINESS PROJECT - COR-RFT-07/15	16/02/2016	<i>Report to be presented to the Finance and Governance Committee Meeting on 19 July 2016.</i>
<b>Meeting Date</b>	(e)That a further report on the implementation of the Payment Gateway and Portal, as resolved, be provided to Council in February 2016.	<b>Anticipated date</b>	<i>Review of current processes and investigation of future options for implementation has commenced. Report will be presented to the Finance and Governance Committee in February 2017.</i>
24/11/2015		21/02/2017	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Christine Joyce	
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**ITEM 6 (continued)**

**ATTACHMENT 1**

<p><b>Meeting Type</b> Council</p>	<p><b>Resolution</b> EASTWOOD COMMUNITY HUB PROPOSAL</p>	<p><b>Due Date of Report</b> 15/11/2016</p>	<p><b>Comments/Update</b> <i>Update 1 December 2015: A report will be prepared for Council's consideration once negotiations have been completed.</i></p>
<p><b>Meeting Date</b> 24/11/2015</p>	<p>(c)That a further report be provided for Council's endorsement of the negotiated terms of sale.</p>	<p><b>Anticipated date</b> 15/11/2016</p>	<p><i>Update 25 February 2016: If submissions are received in time, it is anticipated that these will be reported to the Council Meeting in June 2016.</i></p>
<p><b>Group</b> City Strategy and Plannin</p>		<p><b>Officer</b> Meryl Bishop</p>	<p><i>Update 3 May 2016: Advised that this report will be prepared when negotiations are completed - report date to be removed</i></p> <p><i>Update 6 June 2016: Report dependent on negotiations estimated late 2016.</i></p> <p><i>Update 8 September 2016: Negotiations are ongoing.</i></p>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>NOTICE OF MOTION - PREPARATION OF CONCEPT DESIGN FOR SHARED USER PATHWAY, SHRIMPTONS CREEK TO BLAXLAND ROAD, EASTWOOD</b>	16/08/2016	<i>18 April 2016: Report date to be changed to November 2016 Works and Community Committee. Project to be funded in the 2016-17 Draft Operational Plan Cycleway Construction Expansion Program.</i>
<b>Meeting Date</b>		<b>Anticipated date</b>	
23/02/2016	(b)That the Concept Design be presented to the Works and Community Committee before the end of August 2016.	15/11/2016	
<b>Group</b>		<b>Officer</b>	
City Works and Infrastruc		Harry Muker	

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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>COUNCIL'S SUBSIDIES AND DISCOUNTS IN SERVICES - PART 2</b>	20/09/2016	<i>Council Workshop scheduled for 15 March 2016.</i>
<b>Meeting Date</b>		<b>Anticipated date</b>	<i>Report anticipated for December 2016.</i>
23/02/2016	c)That the General Manager investigate options on how Council could improve its Community Service Obligations and provide a further report back to Council by September 2016.	13/12/2016	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Christine Joyce	

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>MORRISON BAY PARK - NEW SPORTS FIELDS LIGHTING FEES AND CHARGES</b>	21/02/2017	<i>Update 6 September 2016: This matter will be reported to the Works and Community Committee in February 2017.</i>
<b>Meeting Date</b>	(c)That Council, consistent with its adopted policy position, charge appropriate fees across all sportsground floodlighting from 1 July 2016, to recover all direct costs and that a further report be presented to Council after six (6) months of operation.	<b>Anticipated date</b>	
23/02/2016		21/02/2017	
<b>Group</b>		<b>Officer</b>	
City Works and Infrastruc		Simon James	

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**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>CROWN LANDS WHITE PAPER</b>	15/03/2016	<p><i>Update 1 July 2014: 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>
<b>Meeting Date</b>	(d) That this matter be further reported to Council once Council has evaluated the Strategic Assessment of the City of Ryde's Crown Land.	<b>Anticipated date</b>	
15/03/2016		1/02/2017	
<b>Group</b>		<b>Officer</b>	
City Works and Infrastruc		Joe So	<p><i>Update 30 September 2014: 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> <p><i>Update 11 May 2015: No update received from Crown as at May 2015.</i></p> <p><i>Update 3 September 2015: Crown Lands advise that no government response or action is anticipated before early 2016.</i></p> <p><i>Update 18 November 2015: The Government, in October 2015, published a report (on website) containing its response to submissions received associated with the White Paper. Pilot</i></p>

**ITEM 6 (continued)**

**ATTACHMENT 1**

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*programs / reviews will continue in 2015. The Crown Land legislation is being developed and likely to be implemented in stages. No firm date of implementation provided at this time.*

*Update 12 February 2016:  
Anticipated date of report  
changed to 28 June 2016*

*Update 6 June 2016:  
Anticipated date of report  
September 2016*

*Update 23 June 2016:  
No update report to be deferred  
to 2017*

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>SHOP RYDER COMMUNITY BUS SERVICE - COMPLETE</b>		<i>Frasers have indicated they will be renewing their contract. It is anticipated this will be confirmed by 30 June 2016.</i>
<b>Meeting Date</b>	(c) That in the event that the business arrangement with Frasers is not continued or that other similar value sponsorship or business arrangement is not found, a further report be provided to Council to determine whether or not to continue the Service.	<b>Anticipated date</b>	<i>COMPLETED. Frasers renewed their contract for a further 12 months.</i>
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Sam Cappelli	<i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>SHOP RYDER COMMUNITY BUS SERVICE</b>		<i>Awaiting outcome of Fit for Future process.</i>
<b>Meeting Date</b>	(d) That the General Manager be delegated to review the provision of the Shop Ryder Community Bus Service within 6 months should the City of Ryde become a merged entity and a further report be provided to Council.	<b>Anticipated date</b>	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Sam Cappelli	

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b> Finance and Governance	<b>Resolution</b> <b>OVERVIEW OF THE RYDE AQUATIC LEISURE CENTRE AND SURF RYDER OPERATIONS - as at 31 January 2016</b>	<b>Due Date of Report</b> 20/09/2016	<b>Comments/Update</b> <i>Report scheduled to be presented to the Finance and Governance Committee in November 2016 to include full quarterly results.</i>
<b>Meeting Date</b> 22/03/2016	(a)That Council receive this report and note that it will receive six monthly reports in March and September each year, on both the Ryde Aquatic Leisure Centre and Surf Ryder’s performance.	<b>Anticipated date</b> 15/11/2016	
<b>Group</b> Corporate and Communit		<b>Officer</b> Paul Hartmann	

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**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>NOTICE OF MOTION - ROAD SAFETY</b>	13/12/2016	<i>Update 6 June 2016: Study is underway and consultation is being arranged to Council anticipated in August 2016.</i>
<b>Meeting Date</b> 22/03/2016	(g) That Council, as a matter of urgency, investigate the road safety concerns affecting the Ryde East Public School community and provide a comprehensive report to Councillors outlining proposed road safety improvements with an indication of a timeframe for implementation.	<b>Anticipated date</b> 13/10/2016	<i>Update 6 September 2016: This matter was considered at the Ryde Traffic Committee meeting held on 21 July 2016. The Committee deferred consideration of the matter until the current investigation is complete. Subsequently, this status was reported to the Works and Community Committee on 16 August 2016.</i>
<b>Group</b> City Works and Infrastruc		<b>Officer</b> Anthony Ogle/Harry Muker	<i>Council to review all issues provided by the community and confirm that investigations address community issues. A further report will be presented to the November 2016 Ryde Traffic Committee meeting and subsequently to the Works and Community Committee in December 2016</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Planning and Environment	<b>PLANNING PROPOSAL - 87 BOWDEN STREET RYDE - DELLINA PALM COTTAGE - COMPLETE</b>	20/09/2016	<i>Exhibition closed 9 June 2016.</i>
<b>Meeting Date</b>	(b)That Council endorse that, in the event of a gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, the proposal be placed on public exhibition in accordance with the Community Engagement Consultation Program and a further report be presented to Council following the completion of the exhibition period.	<b>Anticipated date</b>	<i>Report on results of exhibition presented to Council at its meeting on 26 July 2016.</i>
12/04/2016		20/09/2016	<i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	

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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Planning and Environment	<b>PEDESTRIAN ACCESS AND MOBILITY PLAN - TOP RYDE CENTRE AND NORTH RYDE SMALL CENTRES - COMPLETE</b>	19/07/2016	<i>Exhibition closed 17 May 2016.</i>
<b>Meeting Date</b>	(b)That subject to (a), a further report be submitted for Council to determine the Draft Pedestrian Access and Mobility Plan after the public exhibition period has finished and all submissions have been considered.	<b>Anticipated date</b>	<i>Report to Planning and Environment Committee 9 August 2016.</i>
12/04/2016		9/08/2016	<i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Sam Cappelli	

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Works and Community	<b>NOTICE OF MOTION - CITY OF RYDE AFTER HOURS SERVICE</b>	23/08/2016	<i>This matter is in progress and will be presented to the Works and Community Committee in December 2016.</i>
<b>Meeting Date</b>	(a)That the General Manager prepares a report outlining recommended improvements of the after-hours Ranger services in responding to calls over the weekend and outside business hours.	<b>Anticipated date</b>	
26/04/2016		13/12/2016	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Paul Chidzero	
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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>NOTICE OF MOTION - RYDE BOWLING CLUB AND DENISTONE EAST BOWLING CLUB</b>	12/07/2016	<i>The Community Consultation approach for the Denistone Bowling Club will be circulated to the Councillors via the Councillor Information Bulletin in early July 2016.</i>
<b>Meeting Date</b>	(d)That the General Manager directs that a report of the assessment undertaken in relation to Denistone East Bowling Club which outlines the possible uses of the site and development of the community consultation session be prepared and provided to all Councillors for consideration.	<b>Anticipated date</b>	
26/04/2016		21/02/2017	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	<i>Community Consultation to be held 15-17 September 2016.</i>

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>MAYORAL MINUTE - PROPOSED NAMING OF PARK - THE MARKET GARDENS - 45-61 WATERLOO ROAD</b>	13/12/2016	<i>Naming competition to be undertaken as part of exhibition of concept design. Funding agreement has been finalised and Council is awaiting provision of funds (invoice issued August 2016).</i>
<b>Meeting Date</b>	c) That a further report be provided to Council before the proposed name is forwarded to the Geographical Naming Board.	<b>Anticipated date</b>	
24/05/2016		13/12/2016	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	
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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Finance and Governance	<b>COMMUNITY HALLS AND MEETING ROOMS HIRE POLICY</b>	15/11/2016	<i>Report to be presented to the Finance and Governance Committee, following community consultation.</i>
<b>Meeting Date</b>	c) That a further report be presented back to Council.	<b>Anticipated date</b>	
24/05/2016		15/11/2016	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Paul Chidzero	

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>MACQUARIE PARK CAR PARKING - PLANNING PROPOSAL</b>	21/02/2017	<i>Exhibition 21 September to 21 October 2016.</i>
<b>Meeting Date</b>	(e)That the outcomes of the community consultation for both the Planning Proposal and DCP amendments are reported to Council as soon as practicable after the exhibition.	<b>Anticipated date</b>	
28/06/2016		21/02/2017	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	
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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Finance and Governance	<b>CITY OF RYDE YOUTH HUB - Governance Review and Anchor Tenant Licensing</b>	18/09/2018	<i>A review of Youth Hub will be undertaken after a 2 year period of this licence and reported to the Finance and Governance Committee in September 2018.</i>
<b>Meeting Date</b>	(e)That a review of the Youth Hub is undertaken after 2 year period of this licence to evaluate its effectiveness and be reported to Council. That the report include alternative models and strategies for supporting youth service in Ryde.	<b>Anticipated date</b>	
28/06/2016		18/09/2018	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Paul Chidzero	

**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>CITY OF RYDE YOUTH HUB - Governance Review and Anchor Tenant Licensing</b>	13/09/2016	<i>Report anticipated for December Works and Community Committee.</i>
<b>Meeting Date</b>	(g) That the Acting Director – City Strategy and Planning investigate and report back to Council on the status and use of the car park adjoining 167 Shaftsbury Road, Eastwood and explore opportunities for improving pedestrian access to the Glen Street Reserve via this property.	<b>Anticipated date</b>	
28/06/2016		13/12/2016	
<b>Group</b>		<b>Officer</b>	
Corporate and Communit		Paul Chidzero	
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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Council	<b>MACQUARIE PARK CAR PARKING - PLANNING PROPOSAL</b>	28/02/2017	<i>Exhibition 21 September to 21 October 2016.</i>
<b>Meeting Date</b>	(c)That, in the event of a Gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, the proposal be placed on public exhibition and a further report be presented to Council following the completion of the consultation period advising of the outcomes and next steps.	<b>Anticipated date</b>	
28/06/2016		28/02/2017	
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	
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**ITEM 6 (continued)**

**ATTACHMENT 1**

<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Planning and Environment	<b>PLANNING PROPOSAL - 61 LANE COVE ROAD AND 5 MYRA AVENUE, RYDE - RYDE BAPTIST CHURCH AND NORTHCROSS CHRISTIAN SCHOOL - COMPLETE</b>	13/09/2016	<i>Reported to Planning and Environment Committee 9 August 2016.</i>
<b>Meeting Date</b>			
9/08/2016	(b)That in the event of a gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, Council will proceed with the public exhibition of the proposal and a further report be presented to Council following the completion of the exhibition period advising of the outcomes and next steps.	<b>Anticipated date</b> 9/08/2016	<i>COMPLETED (To be removed following the Council Meeting on 27 September 2016).</i>
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Meryl Bishop	
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<b>Meeting Type</b>	<b>Resolution</b>	<b>Due Date of Report</b>	<b>Comments/Update</b>
Planning and Environment	<b>TOP RYDE / NORTH RYDE CENTRES PEDESTRIAN ACCESS AND MOBILITY PLAN 2016</b>		<i>Exploration of potential external funding sources underway.</i>
<b>Meeting Date</b>		<b>Anticipated date</b>	
9/08/2016	(c)That resourcing of remaining actions listed in the Top Ryde/ North Ryde Centres PAMP 2016 be subject to the other external funding sources becoming available and a separate report to Council.		
<b>Group</b>		<b>Officer</b>	
City Strategy and Plannin		Sam Cappelli	
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**ITEM 6 (continued)**

**ATTACHMENT 1**

<p><b>Meeting Type</b> Ryde Civic Hub</p> <p><b>Meeting Date</b> 23/08/2016</p> <p><b>Group</b> Chief Operating Officer</p>	<p><b>Resolution</b> RYDE CIVIC HUB INTERNATIONAL DESIGN COMPETITION STATUS REPORT 10 (AUGUST 2016)</p> <p>(g)That the Acting General Manager investigate and confirm the estimated costs to demolish the Civic Centre site and that this be reported back to a future Ryde Civic Hub Committee meeting.</p>	<p><b>Due Date of Report</b> 14/02/2017</p> <p><b>Anticipated date</b> 14/02/2017</p> <p><b>Officer</b> Malcolm Harrild</p>	<p><b>Comments/Update</b> <i>This matter will be presented to the Ryde Civic Hub Committee in February 2017.</i></p>
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<p><b>Meeting Type</b> Council</p> <p><b>Meeting Date</b> 23/08/2016</p> <p><b>Group</b> Chief Operating Officer</p>	<p><b>Resolution</b> RYDE CIVIC HUB INTERNATIONAL DESIGN COMPETITION STATUS REPORT 10 (AUGUST 2016)</p> <p>(e)That Council request the Acting General Manager, as a prerequisite to preparing a Planning Proposal, arrange for an independent financial viability analysis of design "RYDE572" titled "Ryde Hub" at an estimated cost of \$95,000, funded from the Civic Centre Redevelopment Reserve, with the results to be reported to the Ryde Civic Hub Committee Meeting in February 2017.</p>	<p><b>Due Date of Report</b> 14/02/2017</p> <p><b>Anticipated date</b> 14/02/2017</p> <p><b>Officer</b> Malcolm Harrild</p>	<p><b>Comments/Update</b> <i>This matter will be presented to the Ryde Civic Hub Committee in February 2017.</i></p>
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## **CONFIDENTIAL ITEMS**

### **7 ADVICE ON COURT ACTIONS**

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#### **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 - BP16/1090  
**Page No.:** 97