

**Meeting Date:** Tuesday 8 October 2019  
**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde  
**Time:** 6.00pm

**NOTICE OF BUSINESS**

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**1 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

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**Report prepared by:** Civic Services Manager**File No.:** CLM/19/1/2/2 - BP19/1034

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**REPORT SUMMARY**

The Chairperson and Deputy Chairperson of the Works and Community Committee are elected for a one (1) year term and the following procedures are to be followed for the election process:

- (a) Determination of method of voting (ordinary ballot, preferential ballot or open voting).
- (b) Announcement of nominations.
- (c) Conduct of election.

**RECOMMENDATION:**

- (a) That the Committee determine the method of voting for the election of the Chair and Deputy Chair.
- (b) That the General Manager or his delegate, as Returning Officer, undertake the election of the Chair and Deputy Chair for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Amanda Janvrin**  
**Civic Services Manager**

Report Approved By:

**Joe So**  
**Executive Manager - Strategy and Innovation**

**2 CONFIRMATION OF MINUTES - Meeting held on 13 August 2019**

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**Report prepared by:** Civic Services Manager**File No.:** CLM/19/1/2/2 - BP19/950

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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 Works and Community Committee Meeting 6/19, held on 13 August 2019, be confirmed.

**ATTACHMENTS**

**1 MINUTES - Works and Community Committee Meeting - 13 August 2019**

**ITEM 2 (continued)**

**ATTACHMENT 1**

**Works and Community Committee  
MINUTES OF MEETING NO. 6/19**

**Meeting Date:** Tuesday 13 August 2019  
**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde  
**Time:** 6.02pm

**Councillors Present:** Councillors Pedersen, (Chairperson), Clifton, Gordon, Kim and Purcell.

**Apologies:** Councillors Moujalli and Zhou.

**Staff Present:** General Manager, Director – Customer and Community Services, Director – Corporate Services, Director – City Planning and Environment, Director – City Works, Executive Manager – Strategy and Innovation, Manager – Environment, Health and Building, Manager – Community and Ranger Services, Manager – Business Infrastructure, Manager – Communications and Engagement, Manager – Parks, Senior Coordinator – Environment, Senior Coordinator – Resource Recovery, Senior Coordinator – Community Engagement, Resource Recovery Coordinator, Waste Project Coordinator, Community and Cultural Planner, Arts and Cultural Development Coordinator, Civic Support Officer and Executive Assistant to the Mayor and Councillors.

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA**

The following persons addressed the Council:-

<b>Name</b>	<b>Topic</b>
John Murray	<b>Item 3</b> – Anzac Park Playground Upgrade Community Consultation Outcome
Lyndal Evatt (representing Wattle Street Senior Residents – 21-27 Wattle Street)	<b>Item 3</b> – Anzac Park Playground Upgrade Community Consultation Outcome
Bec Ho	<b>Item 3</b> – Anzac Park Playground Upgrade Community Consultation Outcome

**ITEM 2 (continued)**

**ATTACHMENT 1**

**1 CONFIRMATION OF MINUTES - Meeting held on 11 June 2019**

**RESOLUTION:** (Moved by Councillors Clifton and Gordon)

That the Minutes of the Works and Community Committee Meeting 5/19, held on 11 June 2019, be confirmed.

**Record of Voting:**

For the Motion: Unanimous

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

**2 ITEMS PUT WITHOUT DEBATE**

**RESOLUTION:** (Moved by Councillors Purcell and Clifton)

That the Committee adopts Items 3, 6, 8 and 9 on the Agenda as per the recommendations in the reports.

**Record of Voting:**

For the Motion: Unanimous

**3 ANZAC PARK PLAYGROUND UPGRADE COMMUNITY CONSULTATION OUTCOME**

Note: John Murray, Lyndal Evatt (representing Wattle Street Senior Residents – 21-27 Wattle Street) and Bec Ho addressed the meeting in relation to this Item.

Note: A petition with 285 signatures from the Wattle Street senior residents on the Proposed Upgrade of Anzac Park was provided by Lyndal Evatt and a copy is ON FILE.

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

- (a) That Council proceed with the upgrade of the ANZAC Park playground in the location proposed during the community consultation in May 2019.
- (b) That Council develops a Masterplan for ANZAC Park in 2021/22 that includes the renewal of the existing amenities building.
- (c) That Council, throughout the development of the Masterplan, consults with local residents, including those of 21-27 Wattle St, to identify how the park can best meet the needs of the local community.

**ITEM 2 (continued)**

**ATTACHMENT 1**

- (d) That Council continue to liaise with the Office of the Local Government in relation to meeting the requirements of the Stronger Communities funding agreement provided towards the ANZAC Park Playground Upgrade.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 AUGUST 2019** as Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

**6 PROPOSED WILDLIFE PROTECTION AREAS**

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

- (a) That Council endorses the declaration of a category 1 Wildlife Protection Area at Field of Mars Reserve, specifically that area depicted on map in Attachment 1 of this report.
- (b) That Council endorses the declaration of a category 2 Wildlife Protection Area at Kittys Creek corridor and Terrys Creek corridor, specifically those areas depicted on map in Attachment 1.
- (c) That any future proposals for new Wildlife Protection Areas be reviewed every 3 years or in the event of any necessary and relevant legislative changes.
- (d) That any future proposal to declare a new wildlife protection area in Ryde must meet the following minimum criteria for consideration;
- The area have significant priority for identified native fauna species and their habitat; and
  - The area must be located within an identified wildlife corridor; and
  - There must be evidence of regular occurrence of dogs off leash or cats in bushland; and
  - There must be the ability to install signage at regular intervals on the boundary of the public land

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 AUGUST 2019** as Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**8 DRAFT WASTE MANAGEMENT STRATEGY 2019-2024**

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

- (a) That Council receives and notes the Draft Waste Management Strategy 2019 – 2024.
- (b) That following the release of the Environment Protection Authority’s new Waste Avoidance and Resource Recovery Strategy, an updated Draft Waste Management Strategy 2020-2025 be re-tabled for Council’s consideration.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 AUGUST 2019** as Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

**9 TRAFFIC AND PARKING MATTERS TABLED AT THE RYDE TRAFFIC COMMITTEE MEETING HELD ON 13 JUNE 2019**

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

- (a) That Council signposts the following restrictions along Wicks Road, North Ryde (between Epping Road and Coxs Road):
  - all intersections with the required statutory No Stopping restrictions
  - all bus zones as per NSW Road Rule requirements
  - the remaining unrestricted parking areas on Wicks Road, North Ryde between Epping Road, and Coxs Road, North Ryde as follows – *No Stopping 6:00am – 10:00am & 3:00pm – 7:00pm Mon-Fri.*
- (b) That Council installs a speed cushion and associated signage on both of the North Road, Ryde approaches to the roundabout at the intersection of North Road, Willow Crescent and Clermont Avenue, Ryde.
- (c) That Council installs a No Parking zone between the driveway access to 22 & 22A Tobruk Street, North Ryde.
- (d) That Council converts the pedestrian refuge on Constitution Road West, Meadowbank, east of Federal Road, Meadowbank into a raised pedestrian crossing.
- (e) That Council installs 3 metres of No Parking on both sides of the driveway serving 40-44 Frederick Street, Ryde.

**ITEM 2 (continued)**

**ATTACHMENT 1**

- (f) That Council:
- Installs “No Parking” across the kerb ramp and access driveways to 14, 16, 18 and 20 Kent Road, North Ryde; and
  - Relocates the existing 2P and “No Stopping” signage on the northern side of Kent Road at the intersection with Gibb Street, North Ryde adjacent to the driveway of 15 Kent Road, North Ryde.
- (g) That Council makes no changes to the existing No Stopping restrictions associated with the Christmas display in Chauvel Street, North Ryde.
- (h) That Council alters the operation hours of the “No Parking” zone directly opposite Ashburn House (outside 23 Ashburn Place), in Ashburn Place, Gladesville from “No Parking 9:30am-3:30pm Mon-Sat” to “No Parking 8:30am- 3:30pm Mon-Sat”.

**Record of Voting:**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 AUGUST 2019** as Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

**3 ANZAC PARK PLAYGROUND UPGRADE COMMUNITY CONSULTATION OUTCOME**

Note: This Item was dealt with earlier in the meeting as set out in these Minutes.

**4 CITY OF RYDE SOCIAL PLAN 2019-2024 - ENDORSEMENT TO PROCEED TO PUBLIC EXHIBITION**

**RESOLUTION:** (Moved by Councillors Purcell and Gordon)

- (a) That the City of Ryde Social Plan 2019-2024 be approved by Council and placed on public exhibition for a period of 28 days.
- (b) That Councillors are informed of the results of the public exhibition.

**Record of Voting:**

For the Motion: Unanimous

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



**ITEM 2 (continued)**

**ATTACHMENT 1**

**RESOLUTION:** (Moved by Councillors Purcell and Gordon)

- (a) That the City of Ryde Creativity Strategy 2019-2024 be approved by Council and placed on public exhibition for a period of 28 days.
- (b) That Councillors are informed of the results of the public exhibition.

**Record of Voting:**

For the Motion: Unanimous

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

**6 PROPOSED WILDLIFE PROTECTION AREAS**

Note: This Item was dealt with earlier in the meeting as set out in these Minutes.

**7 ARTS COLLECTION MANAGEMENT AND DISPLAY OPTIONS**

**RESOLUTION:** (Moved by Councillors Purcell and Gordon)

- (a) That Council endorse the process and proposed framework for the development of the Art Collection Policy.
- (b) A Councillor workshop be held to determine the purpose and acquisition focus of the Collection moving forward.
- (c) That the draft Art Collection Policy be presented to Council following the Councillor workshop.

**Record of Voting:**

For the Motion: Unanimous

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

**8 DRAFT WASTE MANAGEMENT STRATEGY 2019-2024**

Note: This Item was dealt with earlier in the meeting as set out in these Minutes.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**9 TRAFFIC AND PARKING MATTERS TABLED AT THE RYDE TRAFFIC  
COMMITTEE MEETING HELD ON 13 JUNE 2019**

Note: This Item was dealt with earlier in the meeting as set out in these Minutes.

The meeting closed at 6.22pm.

CONFIRMED THIS 8TH DAY OF OCTOBER 2019.

Chairperson

**3 ITEMS PUT WITHOUT DEBATE**

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**Report prepared by:** Civic Services Manager**File No.:** CLM/19/1/2/2 - BP19/951

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**REPORT SUMMARY**

In accordance with Council's Code of Meeting Practice, the Committee can determine those matters on the Agenda that can be adopted without the need for any discussion.

**RECOMMENDATION:**

That the Committee determine the Items on the Agenda that will be adopted without any debate.

OR

That the Committee determine all Items on the Agenda.

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**4 CITY OF RYDE HALLS AND FACILITIES STRATEGY AND SOCIAL AND CULTURAL INFRASTRUCTURE FRAMEWORK 2019-2041**

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**Report prepared by:** Team Leader - Community Services  
**File No.:** GRP/15/1/8 - BP19/1043

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**REPORT SUMMARY**

The Halls and Facilities Strategy 2019-2041 (the Strategy) and the Social and Cultural Infrastructure Framework 2019-2041 (the Framework) provide a strategic direction for the management of Council's community halls and facilities over the next 20 years.

The Strategy and Framework identify Council's community buildings agenda into the future to meet the changing demographics and needs of the community. They include recommendations for the development of new facilities, redevelopment of existing facilities and the possible future divestment of some existing facilities.

These documents have been informed by other Council plans and support the delivery of the Ryde 2028 Community Strategic Plan.

**RECOMMENDATION:**

- (a) That the City of Ryde Halls and Facilities Strategy and the Social and Cultural Infrastructure Framework be approved by Council and placed on public exhibition for a period of 28 days.
- (b) That Councillors are informed of the results of the public exhibition.

**ATTACHMENTS – CIRCULATED UNDER SEPARATE COVER**

- 1 City of Ryde - Draft Halls and Facilities Strategy
- 2 City of Ryde - Draft Social and Cultural Infrastructure Framework

Report Prepared By:

**Tania Gamble**

**Team Leader - Community Services**

Report Approved By:

**Sue Verhoek**

**Senior Coordinator - Social Development & Capacity Building**

**Lindsay Godfrey**

**Manager - Community and Ranger Services**

**Angela Jones-Blayney**

**Director - Customer and Community Services**

## **ITEM 4 (continued)**

### **Discussion**

### **Background**

The Halls and Facilities Strategy makes recommendations regarding the creation of a network of facilities and the provision of a hub model for future facilities. The focus is on Council's 28 community buildings. To achieve this, the Strategy lists recommendations for new facilities, or the retention and/or possible divestment of existing facilities to enable the changing needs of the community in the City of Ryde to be met.

The Social and Cultural Infrastructure Framework provides a clear, strategic framework for the provision of future social and cultural infrastructure to meet the changing needs of the community in the City of Ryde. It brings together findings from the draft Halls and Facilities Strategy and the Ryde Library Services Strategic Plan to provide an overarching framework for Council to be able to respond flexibly to opportunities for social and cultural infrastructure as they arise.

The documents align with and build on the following City of Ryde documents:

- Ryde 2028 Community Strategic Plan
- Planning Ryde: Draft Local Strategic Planning Statement 2019
- Our Vision for Ryde 2028, Four Year Delivery Program 2019-2023
- Great Libraries Great Communities: Ryde Library Services Strategic Plan 2019-2024.
- Ryde Property Strategy 2016
- Draft City of Ryde Social Plan 2019-2024
- Draft City of Ryde Creativity Strategy 2019-2024

### **Community Consultation**

Intensive community consultation and engagement was undertaken for the development of the Social Plan and Creativity Strategy with over 1,100 people consulted. This engagement process provided invaluable background information for the Halls and Facilities Strategy.

Further consultation was conducted via a survey with current venue hirers and licence holders along with workshops with internal stakeholders from Community and Ranger Services, Property, Buildings Maintenance, Events and Library Services. Additional interviews were held with a number of key external organisations.

## **ITEM 4 (continued)**

### **Key Findings**

The findings from the Halls and Facilities Strategy indicate that there is generally a high demand for community facilities. There is a significant under-provision of hireable community centre space. The current space is primarily hired by regular hirers indicating a need to ensure spaces are available for casual bookings.

The majority of Council facilities have not been purpose built. Most are below 500sqm and there are no facilities that incorporate multipurpose design. This results in an inability to cater for a range of activities at the same time. It also results in a higher maintenance costs as facilities are maintained across multiple smaller sites.

Consultation with the community identified a need for more social and cultural infrastructure to support the rapidly growing and changing population. Specific needs identified include:

- A need for more opportunities for cross cultural exchange and community connectivity.
- A demand for multipurpose, hireable community centre space.
- Uncertainty of funding for key community service providers and a need to provide opportunities for collaboration and partnerships.
- A need for spaces to support culture and creativity.
- A need for youth recreation and services hub.
- A need for more preschool places, as the population continues to grow.

### **Public Exhibition**

It is proposed to place the draft Halls and Facilities Strategy and the Social and Cultural Infrastructure Framework on public exhibition for a period of twenty eight (28) days commencing on Monday, 28 October and closing on Sunday 24 November 2019. Members of the public will be able to view and provide comments on the Strategy and Framework via a dedicated Council webpage and via Council libraries and customer service centre.

All stakeholders previously consulted will be notified of the exhibition period and encouraged to provide further input. Following the exhibition period, any submissions will be considered and the Strategy and Framework adjusted accordingly.

### **Financial Implications**

The recommendations from the Strategy and Framework will inform our long term planning and result in projects and actions to be rolled out as funding becomes available.

## 5 COMMUNITY GRANTS PROGRAM - ALLOCATION OF FUNDING 2019, ROUND 2

**Report prepared by:** Community and Culture Planner  
**File No.:** GRP/09/5/3/7 - BP19/976

### REPORT SUMMARY

Council's Community Grants Program is a strategic tool aimed at building community capacity and supporting innovation to address community need in line with the Ryde 2028 Community Strategic Plan. Round 2 of the 2019 Community Grants Program opened on the 8 July 2019 and closed on the 9 August 2019 with a total of 56 applications received.

This round of the Community Grants consists of seven categories, as follows:

1. Community Projects
2. Capacity Building (2 sub-categories)
  - Emerging/ Small Groups
  - General
3. Events
4. Sports and Recreation
5. Seniors
6. Social Support (including Community Aid Social Support Category)
7. Social Inclusion

The 2019/20 Community Grants budget is \$440,000. This funding covers two major community grant rounds, two small grant rounds as well as historical funding for the Community Aids, Ryde Eisteddfod and Gladesville Occasional Care and Early Childhood Centre. It also includes funding for the School Excellence Awards and any grants that are presented out of round via a resolution of Council.

Funding for the Eisteddfod, Occasional Care Centre, School Excellence Awards and grants awarded via two resolutions of Council total \$36,000. In addition, Council has already allocated the following funding:

Organisation	Project Title	Funding Requested	Funding Granted	Project Description
The Federation of Korean Societies of Oceania Inc.	Hire for Bus Excursions in 2020	\$5,000	\$5,000	Korean Seniors get together and karaoke afternoon with lunch on 26 October 2019. This will be preceded by a number of preliminary events leading up to the main event.
Melrose Park Football Club	World Cup Street Football Tournament.	\$5,000	\$5,000	Melrose Park FC hosts a World Cup Street Football Tournament at Ryde Park and an international community market.
		<b>\$10,000</b>	<b>\$10,000</b>	

**ITEM 5 (continued)**

The funding allocations in 2019 are as follows:

Community Grant 2019 Round 2 - \$225,000 (includes \$80,000 historical funding for community aid organisations)

Community Grant 2020 Round 1 - \$145,000

Small Grants Round 1 - \$17,000

Small Grants Round 2 - \$17,000

Additionally, Council currently holds a Community Grants Reserve totalling \$258,844. Where it is recommended that funding exceeds the funding allocations for that round, additional funds will be released from the Reserve to cover the shortfall.

**RECOMMENDATION:**

(a) That Council endorse funding to the following organisations in round 2 of the 2019 Community Grants as follows:

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
1	The Rotary Club of Ryde Incorporated	Light Up East Ryde	\$5,000	\$3,500	To run a Christmas Street Market and community event on 24/11/19 at Sager Place, East Ryde	Previously funded for \$1,500 in the small grants round for this project. Maximum funding available is \$3,500, as per the grant guidelines.
2	The Ryde Eisteddfod Committee Inc.	Book Launch 'Thirty Amazing Years – History of Ryde Eisteddfod	\$4958	\$4,958	Launch ceremony and celebration at Ryde Library for publication of book. Advanced publication for local schools.	N/A
3	Taldumande Youth Services Inc	Family Preservation and Restoration Program	\$5,000	\$5,000	Case management support to young people aged 12-15 years and their families during a crisis.	N/A



**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
4	Cornucopia Community Art Group	The Portrait Project	\$5,000	\$5,000	To engage a tutor/photographer to work with the art group (people with current lived experience of mental health) to produce photographic studies. Engage a teacher specialising in portrait painting to assist the students to use the photographic images to make portraits/ self-portraits for an exhibition at the InsideOut Gallery at Macquarie hospital.	N/A
5	Educar Foundation Limited	Ryde/Epping Max Potential	\$4,830	\$4,830	A personal leadership development program that runs over six months connecting emerging young leaders from local high schools with community leaders.	N/A
6	Integricare Supported Playgroups Northern Sydney (trading as Integricare)	The Magic of Storytelling Playgroup	\$3,580	\$3,580	Support the development and wellbeing of children 0-5 years and increase confidence, skills and social inclusion of parents in the Ryde area.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
7	Macquarie Singers Incorporated	Macquarie Singers Community Music Workshop Program	\$4,200	\$4,200	Develop a comprehensive program of community musical workshops, as part of the organisations community outreach program.	N/A
8	Sydney Youth Dragon and Lion Dance Troupe Incorporated	Tai Chi for Seniors	\$4,900	\$4,900	Free Tai Chi classes for seniors in the local community.	N/A
9	Academy of Chinese Culture Incorporated	Cultural Activities in Mandarin, Cantonese and English	\$4,300	\$4,300	Choir, poetry, dancing and recitals in three languages - Cantonese, Mandarin and English. Fortnightly meetings and rehearsals.	N/A
10	Feng Huang Yuan Spiritual Cultivation Centre Inc.	Good Nights Make Good Days	\$5,000	\$3,000	Raising awareness of sleep health through teaching gentle exercises to overcome sleep problems.	\$2,000 laptop not funded, as capital equipment ineligible under the grant guidelines.
11	Community Migrant Resource Centre Incorporated	Art Grounds	\$5,000	\$5,000	Establishment of an artistic precinct in the West Ryde city centre and launch of a network of culturally and linguistically diverse arts community.	N/A
12	Australian Korean Welfare Association Ltd	Free computer classes for parents	\$5,000	\$3,100	A free 10 week course in learning basic computer skills for Korean parents.	Reduced funding for venue hire and day to day operational costs, as ineligible under the grant guidelines.

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
13	Sydney Edible Garden Trail	Sydney Edible Garden Trail	\$4,753	\$3,800	Sydney Edible Garden Trail encourages growing edible produce in street gardens, home gardens and public spaces across Northern Sydney.	Reduced funding as the project is unlikely to reach 2000 participants in the City of Ryde and is a broader project across Northern Sydney.
14	Differently Abled People Association Incorporated	Differently Abled Technology Inclusion	\$5,000	\$4,000	Demonstration of technical capabilities of people with disabilities/ disadvantage in the areas of digital competence.	Reduced funding, as capital equipment costs are ineligible under the grant guidelines.
15	Armenian Relief Society Araz Chapter (Armenian Relief Society Regional Executive of Australia Incorporated)	Self-Sustainability, Social Support and Personal Development	\$7,410	\$5,000	Educational seminars in general physical and mental health issues for members suffering of social isolation, dementia etc.	Recategorised from Social Support to Community Project category and therefore eligible for maximum funding of \$5,000.
16	Mahbobas Promise	Migrant Integrated Learning Support (MILS)	\$9,965	\$5,000	An education support and self-confidence building initiative that aims to assist Afghani children in the Ryde LGA. Specifically targets disadvantaged school children with limited English skills.	Recategorised from Social Support to Community Project category and therefore eligible for maximum funding of \$5,000.
17	Australian Association of Cancer Care	Helping Cancer Patients Rehabilitate (Continuation of 2018)	\$10,000	\$4,191	First aid training for volunteers and a meal delivery program.	Funding reduced as day to day operational expenses and venue hire ineligible under the grant guidelines.

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
18	Cass Care Limited	Meet a Mentor	\$5,000	\$3,900	Support Korean migrant women living in the Ryde LGA to participate in work, volunteering and social events.	Reduced funding, as venue hire is ineligible under the grant guidelines.
19	AASHA Australian Foundation	Seniors Hub	\$5,000	\$5,000	Assistance to seniors, their families and carers to bridge the gap between My Aged Care, other service providers and the special needs of CALD communities. A focus on people of Indian sub-continent background.	N/A
20	Auburn Asian Welfare Centre Incorporated	A Little Something Project	\$5,000	\$2,816	Community project providing a connection between migrants, asylum seekers, refugees and the wider community. Seeks to encourage financial independence, social connection, creativity, and diversity.	Reduced funding, as venue hire is ineligible under the grant guidelines.
21	Armenian Resource Centre of Australia Incorporated	Armenian Group	\$5,000	\$5,000	Social support and information about services to newly arrived Armenian humanitarian entrants and community members. Referral pathways to Australian support systems.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
22	Rotary Club of Macquarie Park Incorporated	Rotary Carols On The Common	\$7,500	\$7,500	Rotary Clubs of Macquarie Park and North Ryde to organise a community Carols by Candlelight, which attracts approximately 12,000 people.	N/A
23	Side By Side Advocacy Incorporated	Side By Side Cocktail Party	\$2,500	\$2,500	Celebration event of the UN International Day of People with a Disability.  People with disability are the guests of honour and their contribution to the community is celebrated.	N/A
24	Korean Cultural Centre Incorporated	Dano Lantern Day – 'Lets light up Ryde'	\$7,500	\$5,000	Lantern Day to celebrate Korea's Dano Festival. The event will feature lantern-making and a procession and a variety of local music performances.	In Eastwood Plaza it is likely to attract over 1000 people. Maximum funding available under grant guidelines is \$5,000.
25	Reach Community Initiatives Incorporated	Community Christmas Dinner	\$4,000	\$4,000	For residents in the local area who are in need, isolated or disadvantaged, to come together and celebrate Christmas. Free inclusive event.	N/A
26	Armenian Film Festival Australia Incorporated	Armenian Film Festival	\$4,000	\$4,000	This festival is the only platform of its kind in Australia providing the opportunity for Australians to learn about the Armenian community through film.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
27	Ryde Indian Association (Auspiced by AASHA Australian Foundation Ltd)	Ryde Diwali Celebration	\$5,000	\$5,000	With the increase in the Indian community in Ryde, this event will bring the community together to socialise and enjoy the Indian Culture.	N/A
28	Indonesian Welfare Association Incorporated	Connecting Cultures and Diversity (EVENT)	\$4,700	\$2,500	A one-day event of cultural activity to promote the importance of diversity and share the culture of Indonesia and other diverse traditions/cultures with the general community.	Recategorised to Events category from Community Projects.  Maximum amount available for an event of this size is \$2,500.
29	Northside CALD Carers Network (Auspiced by Christian Community Aid)	CALD Carers Network	\$5,000	\$5,000	Build stronger connections among the carers from various CALD background, as well as to provide essential carer support.	N/A
30	Stryder Incorporated	CALD transport	\$5,000	\$5,000	Provide affordable transport to new and emerging community groups to access activities. Also promote the service to people with disabilities.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
31	Easy Care Gardening Inc.	Tools for Volunteer Gardeners	\$2,500	\$2,500	Easy Care Gardening addresses the social isolation of residents as well as the needs of volunteers. The interaction of residents and volunteers is a key component and promotes inclusion.	Capital equipment available under the Social Inclusion grant.
32	Northside Community Forum Limited (trading as Your Side)	Disabled Alternative Road Travel Service (DARTS)	\$10,000	\$2,000	Service for wheelchair users in Sydney that combines door to door transport with social activity planning.	Upkeep and maintenance of vehicles ineligible under the grant guidelines.
33	Link Housing Ltd	Let's Get Social	\$9,560	\$9,560	Activities and programs for the 120 plus residents living in three social housing complexes in Higginbotham Rd, Gladesville. Residents of these properties have limited access to social and engagement opportunities and activities	N/A
34	Ryde Family Support Services Inc. Trading As The Northern Centre	Women Achieving Financial Independence	\$9,140	\$9,140	A series of workshops targeting varying cohorts of women, seeking to build money management skills, knowledge and confidence in financial literacy.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
35	Streetwork Australia Limited	StreetSizzle – Outreach BBQ	\$10,000	\$10,000	The mobile outreach hub is an early intervention strategy, whereby youth workers/trained volunteers go to where young people gather. The strategy is built around recurring BBQ's in places such as local skate parks including Meadowbank Skate Park.	N/A
36	Diversity and Disability Alliance	DDA West Ryde Peer Space	\$9,420	\$9,420	A safe and accessible space that provides opportunities for the sharing of experiences and information for people with disability.	N/A
37	Next Step Foundation (formerly Soccajoys Next Step Foundation)	COR Inclusion Soccer Program for Children with Special Needs 5-11 years	\$3,160	\$3,160	Provides children with special needs the opportunity to have meaningful participation in sport. Following the success of the Putney School pilot the program will be expanded to include more schools and a further 20 children.	N/A
38	Eastwood Ryde Netball Association Inc.	Skills Support Practical Training for Umpires	\$3,500	\$3,500	Mentor umpires to go to NSW District Netball Carnivals and coach and mentor umpires.	N/A



**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
39	Ryde Hunters Hill Cricket Club	Pirates Junior Development Program	\$3,500	\$3,500	Programs guided by the Cricket Australia Pathways Programs that provide skills based programs to enable children to participate in playing cricket in a fun, safe and enjoyable environment. A focus on growing female participation.	N/A
40	Macquarie Combined Sports Club Incorporated (Macquarie Dragons FC)	Upgrade Website	\$2,500	\$2,500	Upgrade website to allow for access via mobile device and improved communication to members via social media and apps.	Moved to Sports Category from Community Projects.
41	Eastwood Ladies Probus Club Inc. (Probus South Pacific Limited)	Hire for Bus Excursions in 2020	\$2,000	\$2,000	Provide members the opportunity to participate in the enjoyment of day excursions by bus. Many have limited access to public transport and also on low incomes.	N/A
42	Sydney Arrang Go-Go Jang-Gu (sagig) Incorporated	Korean Australian Senior Citizens Performances	\$2,000	\$2,000	Seniors performances for up to 100 people in Eastwood Community Hall. Two performances in 2020 including one for Korean Parents Day. Performances will include Korean drumming, singing and dancing.	N/A

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
43	Korean Performers of Arts in Sydney Incorporated	Poongmoo 19 - Korean Traditional Drumming Performances and Classes	\$2,000	\$2,000	The Korean Performers of Arts will perform on Korean Day, New Year's Day and various other celebrations.	N/A
44	Computer Pals for Seniors Inc. West Ryde	Providing Computer Education to Local Seniors	\$2,000	\$2,000	Experienced volunteers will provide low-cost, small group tuition for older people who want to learn computer, tablet and smart phone skills.	N/A
45	Probus Club of Eastwood Inc.	Making One Day Coach Tours Popular and Affordable	\$2,000	\$2,000	Two one day coach tours in 2020 for members.	Moved to Seniors category from Community Projects.
46	Rotary Club of North Ryde Inc.	Seniors Christmas Lunch	\$2,000	\$2,000	Fully catered Christmas lunch to approximately 70 primarily frail elderly clients and people with disability.	Moved from Social Support category to Seniors Grant.
47	North Ryde Community Aid And Information Centre Inc.	Community Connections	\$24,000	\$24,000	Deliver a range of programs to the community including: <ul style="list-style-type: none"> <li>• Food relief</li> <li>• Community garden</li> <li>• Multicultural mothers group</li> <li>• Social support groups and activities</li> <li>• Volunteering, including the recruitment and management.</li> </ul>	As per Council resolution of 24 May 2016.

**ITEM 5 (continued)**

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
48	Christian Community Aid Service Inc.	Supporting Individuals and Families in Ryde	\$32,000	\$32,000	Programs that address the emerging needs of the most socially and financially disadvantaged and vulnerable community members. Services for children and families, youth, aged, disability and CALD communities.	As per Council resolution of 24 May 2016.
49	Sydney Community Services	Safety, Sustainability and Inclusion	\$24,000	\$24,000	A safe and inclusive service to seniors and persons with disabilities including: 1. Wellness and enablement focused activities 2. Safe and sustainable transport services 3. Access to basic necessities to vulnerable people in the community 4. Advocacy supports to persons not receiving adequate NDIS support.	As per Council resolution of 24 May 2016.
<b>TOTAL</b>			<b>\$314,376</b>	<b>\$277,855</b>		

- (b) That funding of \$225,000 is available within the Community and Ranger Services budget to partially fund the recommended applications totaling \$277,855. The remaining funding of \$52,855 be allocated from the community grants reserve.

**ITEM 5 (continued)**

- (c) That Council does not endorse the following 2 applications due to ineligibility in line with the Community Grants Policy.

Ref	Organisation	Project Title	Funding Requested	Funding Recommended	Project Description	Other Comments
EM O1	Sir Roden & Lady Cutler Foundation Incorporated	Pick Me Up Service	\$4,800	\$0	Free door to door medically related transport and provides clients with weekly contact with volunteers providing a sense of belonging and connection.	All activities take place outside the City of Ryde and there is no direct benefit to residents of Ryde, as it is a Sydney wide project.
Sport01	Ryde Saints United FC (Saints United Soccer Club)	Training Kits	\$3,465	\$0	Provide a training kit to each team to use throughout the season of 2020.	Does not meet eligibility criteria and uniform purchases for existing team members are ineligible under the guidelines.

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

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Michael Paine**  
**Community and Culture Planner**

Report Approved By:

**Sue Verhoek**  
**Senior Coordinator - Social Development & Capacity Building**

**Lindsay Godfrey**  
**Manager - Community and Ranger Services**

**Angela Jones-Blayney**  
**Director - Customer and Community Services**

## ITEM 5 (continued)

### Discussion

The City of Ryde Community Grants Program provides funding to local groups and organisations to build their capacity and address community needs, which align to the Ryde 2028 Community Strategic Plan. The Community Grants were advertised in local newspapers, social media, and Council's website and promoted at local interagency meetings and through local service providers.

Applicants were able to book individual sessions with staff from Community and Ranger Services to assist with project development and general grant application support. Seventeen groups attended these individual workshops including those that required translation services. A grant writing workshop was held at Top Ryde in July 2019 with approximately twenty people attending.

Applications were submitted via SmartyGrants, an online grant management system. Assistance was provided to groups that were unable to access the internet or that had English as a second language.

All applications were assessed in line with Council's Community Grants Policy 2018 and the Community Grants Application Guidelines 2018. Each grant was reviewed by a minimum of two Council officers representing Community and Ranger Services, Parks, Environment and Events.

A total of 56 applications were received totaling \$351,881 in funding requests. The total number of applications recommended is 49, totaling \$277,855.

Five applications were withdrawn by the applicant prior to the assessment of the grants:

Ref	Organisation	Project Title	Funding Amount	Reason for Withdrawal
CP04	Christian Community Aid	Combined Community Learning	\$5,000	All applicants submitted multiple applications – only one application can be awarded per round as per the Community Grants Policy. Organisations selected to withdraw the applications in this table.
EM07	CASS	Bong Bong Seniors Group	\$2,000	
EM09	Diversity and Disability Alliance	Community of Peers, West Ryde	\$4,740	
EV09	Christian Community Aid	United Children's Expo	\$7,500	
SS08	Christian Community Aid	A Participating Life	\$10,000	

## **ITEM 5 (continued)**

The current round of Community Grants incorporated seven categories as identified in the Community Grants Policy 2018, as follows;

### **1. Community Projects Grant**

Community Projects is an open category aimed at supporting eligible, one-off funding projects that meet an identified need in the community.

Priority is given to projects that:

- Have the capacity to develop sustainability
- Demonstrate they are meeting an identified need in the local area

The application from the Indonesian Welfare Association and the Rotary Club of Ryde Incorporated were moved to the Events category, as this is where the projects were best aligned. The application from the Probus Club of Eastwood was moved to the Seniors category for the same reason.

The Community Projects Grant provides funding of up to \$5,000 per application. There were a total of 17 applications recommended in this category totaling \$73,359.

### **2. Capacity Building Grant**

This category intends to support local organisations to achieve community benefit by building an organisation's skills, governance and ability to sustain their activities. There are two sub-categories: emerging/small groups and general.

Priority is given to projects that:

- Address the emerging or current needs in the community
- Boost the potential of organisations/ groups to develop sustainable outcomes

The application from Macquarie Sports Club Incorporated was moved to the Sports category, as this is where it was best aligned.

The Capacity Building Grant provides funding of up to \$5,000 per application. There were a total of six applications recommended in this round totaling \$26,716.00 in funding.

### **3. Events Grant**

The Events Grant is open to groups/organisations running community events in the City of Ryde.

**ITEM 5 (continued)**

Priority is given to events that:

- Connect people
- Promote cultural diversity and vibrancy
- Are mainly run by volunteers

The Events Grant provides funding of up to \$7,500 depending on the number of attendees.

- \$2,500 for up to 1000 attendees
- \$5000 for between 1001 and 5000 attendees
- \$7,500 for over 5000 attendees

There were a total of seven applications recommended in this category totaling \$30,500.00 in funding.

**4. Seniors Grant**

The Seniors Grant provides funding to support activities that benefit seniors in the City of Ryde.

Priority is given to projects that:

- Connect seniors and reduce social isolation
- Enhance the wellbeing of seniors
- Are mainly run by volunteers

The Seniors Grant provides funding of up to \$2,000 per application. A total of six applications were recommended for funding totaling \$12,000.

**5. Social Inclusion Grant**

The Social Inclusion Grant must demonstrate how they will improve inclusion for the broader community.

Funding of up to \$5,000 is available for not-for-profit groups or matched funding of up to \$2,500 is available for small businesses with no more than 20 employees. One application was recommended in this round totaling \$2,500 in funding.

**6. Social Support Grant**

This category intends to support projects, which address social disadvantage within the community.

**ITEM 5 (continued)**

Priority is given to projects that:

- Link community members with support services
- Improve the living conditions of people who are vulnerable or isolated

Applications from the Armenian Relief Society - Araz Chapter and Mahboba's Promise was moved to the Community Projects category, as the projects were best aligned with the criteria for this category. The application from the Australian Association for Cancer Care was also moved to Community Projects, as it was seeking funding for the continuation of a previously funded project, which is ineligible under the Social Support Grants. The application for the Rotary Club of North Ryde Inc. was moved into the Seniors category, as the project was best aligned to this category.

The Social Support Grant provides funding of up to \$10,000 per application. Five applications were recommended in this round totaling \$40,120 in funding.

Additionally, in round 2 of the Community Grants, three organisations – Christian Community Aid, Sydney Community Services and North Ryde Community Aid are able to apply for the Community Aid Social Support Grants under existing historical arrangements, as per the Council resolution of 24 May 2016.

Grants amounts are as below:

Christian Community Aid-	\$32,000 per annum
North Ryde Community Aid-	\$24,000 per annum
Sydney Community Services-	\$24,000 per annum

**7. Sport and Recreation Grant**

This category is open to sporting and recreational organisations in the area. It aims to increase participation in sport and recreation in the area.

Priority is given to projects that:

- Increase participation
- Are inclusive of a broad range of people of varying abilities.

The Sports and Recreation Grant provides funding of up to \$3,500 per application. Four applications were recommended in this round totaling \$12,660 in funding.



**ITEM 5 (continued)****Financial Implications**

The 2019 Community Grants, round 2, budget totals \$225,000 with a further \$258,844 in the Community Grants Reserve.

The grant applications recommended for round 2 total \$277,855 and it is proposed that \$52,855 is used from the Community Grants Reserve to fully fund the recommended 2019 applications.

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**6 COMMUNITY GRANTS REVIEW - CAPITAL WORKS GRANTS**

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**Report prepared by:** Community and Culture Planner**File No.:** GRP/09/4/2/2 - BP19/1039

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**REPORT SUMMARY**

At its meeting of 23 July 2019 Council resolved as follows:

- (a) *That the General Manager review the Community Grants Policy and report back on allowing Grant applications for capital works which fall outside the existing policy for eligible community organisations.*
- (b) *That following the review of the Community Grants Policy and if eligible, Estia be encouraged to apply.*

At the Council meeting held on 23 August 2019 Council resolved as follows:

- (a) *That Council notes that the Community Grants Policy is currently under review and due to report back on allowing Grant applications for capital works which fall outside the existing Policy for eligible community organisations.*
- (b) *That following the review of the Community Grants Policy and, if eligible, the 1st North Ryde Scouts groups be encouraged to apply.*

The City of Ryde Community Grants Program is a strategic tool aimed at building capacity and addressing community need in line with Council's vision. The program supports organisations and groups operating within the not-for-profit sector to deliver projects that align with the Ryde 2028 Community Strategic Plan (CSP).

Currently capital works and equipment are generally ineligible for funding under the City of Ryde Community Grants Program. However, in the last 24 months Council has been approached by a number of community organisations seeking Council's support for grants to undertake capital works projects and to purchase equipment.

To meet this community need, it is recommended that a new category is introduced into the City of Ryde's Community Grants Program to address the local need for funding for small capital works projects and equipment. If endorsed by Council, the new grants category will open in November 2019.

Community & Ranger Services are currently undertaking a comprehensive review of the City of Ryde Grants Program to ensure that the categories continue to meet the strategic directions of the Community Strategic Plan. Furthermore, the review will identify other potential categories that will support the objectives of the recently developed Social Plan and Creativity Strategy 2019-2024.

**ITEM 6 (continued)**

Findings and recommendations from the broader review of the Community Grants Program will be presented to Council in the second quarter of 2020.

**RECOMMENDATION:**

- (a) That Council endorses a new 'Community Facilities and Equipment' grant category.
- (b) That the Community Facilities and Equipment grant be funded through the base budget for Community Grants.
- (c) That if endorsed by Council, the Community Grants Program Policy and Guidelines are amended to reflect the Community Facilities and Equipment category.
- (d) That a report is brought back to Council in the second quarter 2020 with the findings and recommendations from the broader review of the Community Grants Program.

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Michael Paine**  
**Community and Culture Planner**

Report Approved By:

**Sue Verhoek**  
**Senior Coordinator - Social Development & Capacity Building**

**Lindsay Godfrey**  
**Manager - Community and Ranger Services**

**Angela Jones-Blayney**  
**Director - Customer and Community Services**

**ITEM 6 (continued)****Discussion**

Locally based, not-for-profit community groups, clubs and organisations are invited to apply for City of Ryde Community Grants. These Grants are one way for Council to support our local community groups to grow, prosper and carry out special projects that contribute to community well-being and help build a vibrant community culture.

There are seven grant categories offering assistance ranging from \$2,000 to \$10,000. The City of Ryde Community Grants Program runs twice per year and consists of the following categories:

- Seniors
- Capacity Building
- Events
- Sports and Recreation
- Community Projects
- Inclusion
- Social Support

There is also a Small Grants category that is designed to help not-for-profit community groups and organisations with limited resources to respond to the changing or unforeseen situations that fall outside of the 6 monthly Community Grant cycle. The Small grants are also open twice per year.

Following the development of the Social Plan and Creativity Strategy, staff have commenced a broader review of the City of Ryde Community Grants program which will be presented to Council in the second quarter of 2020. This report focuses on the recent Council resolution to examine opportunities to allow applications for community facilities and equipment grants.

Staff from Community & Ranger Services have researched the availability of capital facility grants in local, state and federal government, the for-profit sector and philanthropic funds. There are a number of capital facility grant programs offered by the federal and state governments, the private sector and philanthropic funds. These range from small grants to major capital works programs.

**ITEM 6 (continued)****Current Funding Streams for Capital Facility Projects:**

In NSW there are a number of opportunities for community organisations to apply for grant funding to cover capital facilities including the following:

**Stronger Communities Programme**

The Stronger Communities Programme (SCP) provides grants of between \$2,500 and \$20,000 to community organisations and local governments for small capital projects that deliver social benefits for local communities.

The Stronger Communities Programme has committed funding to over 7,700 community-based projects across Australia supporting a variety of projects including upgrades to community halls and clubhouses, equipment for both aged care and day care facilities, men's sheds and equipment.

<https://www.business.gov.au/assistance/stronger-com>  
[The Startcommunities-programme](https://www.startcommunities-programme.com)

**Infrastructure Grants Programme (NSW Government)**

The NSW Government offers grants to communities across NSW to support the building, renovation and fit-out of infrastructure. Funding is available for arts and cultural infrastructure, sport and recreation infrastructure and projects that assist communities with essential infrastructure and disaster readiness.

Infrastructure Grants can be used toward the costs of construction, alteration, renovation, completion and fit-out of buildings and community infrastructure in the following areas:

- **Arts & Culture-** \$50,000 to \$200,000 per project
- **Disaster Readiness & Community Infrastructure:** \$10,000 to \$200,000 per project
- **Sport & Recreation:** \$100,000 to \$300,000 per project

<https://www.responsiblegambling.nsw.gov.au/infrastructure-grants/infrastructure-grants>

**Community Building Partnership (NSW Government)**

The NSW Government is investing in infrastructure projects that deliver positive social, environmental and recreational outcomes while promoting community participation, inclusion and cohesion. In 2019, there is a maximum of \$300,000 to allocate in each electorate.

## ITEM 6 (continued)

Incorporated not-for-profit community organisations and local councils are eligible to apply for grants of between \$2,500 and \$300,000 with the average grant awarded being around \$20,000.

<https://www.nsw.gov.au/improving-nsw/projects-and-initiatives/community-building-partnership/>

### **My Community Project (NSW Government)**

My Community Project focuses on local ideas, local projects and local decisions. In 2019, the NSW Government is investing \$24.7 million in 248 projects across NSW to help improve the wellbeing of the people and communities that live there.

Between \$20,000 and \$200,000 has been allocated to each successful project to make the community more liveable, cultural, accessible, safe, revitalised and healthy.

<https://www.nsw.gov.au/improving-nsw/projects-and-initiatives/my-community-project/>

### **Capital Works Grant Funding in Local Government**

Capital works grants are not common in local government in NSW, although a number of examples have been found.

Desktop research was undertaken to identify other Councils in NSW that offer capital works grants and their eligibility criteria.

The following table outlines capital works programs offered by other Council's.

COUNCIL	GRANT TYPE	MAX	CONDITIONS
Bega Valley Shire	Access Improvement Grant	\$5,000	Projects that improve accessibility.
Bland Shire Council	Access Incentive Scheme	\$10,000	Matched funding projects that improve accessibility.
Blayney Shire Council	Community Financial Assistance Program	\$10,000	Construction, maintenance or repair of community facilities. 1:1 Match funding highly regarded but not essential.
Central Cost Council	Community Infrastructure Grant	\$75,000	Matched funding \$1:\$2 Construction, maintenance and repair of community facilities.

**ITEM 6 (continued)**

<b>COUNCIL</b>	<b>GRANT TYPE</b>	<b>MAX</b>	<b>CONDITIONS</b>
Cessnock City Council	Dollar for Dollar Grants	Unclear	Funding for maintenance, repair, improvement and refurbishment of Council owned or managed facilities utilised by community organisations and sporting groups.
City of Sydney	Matching Grants	\$10,000	Will consider minor capital works in this grant category.
Coffs Harbour	Community Capital Infrastructure Grants	Up to 50% of project costs capped at \$70,0000	Assists not-for-profit and community organisations to undertake capital projects that enhance the economic, social and environmental wellbeing of the community.
Cowra Council	Building and Facility Development Grant	\$2,000	Enables improvement to Council or community owned buildings and facilities.
Greater Hume Council	Community Development Grants	\$4,000	Includes provision for enhancement or construction of inclusive community facilities.
Kyogle Council	Community Assistance Grants	\$5,000	Matched funding for improvements to shared facilities.
Muswellbrook Shire Council	Sport and Recreation Small Capital Grants	\$2,000	For maintenance, refurbishment, improvement or replacement of public sport or recreation facilities.
Muswellbrook Shire Council	Sport and Recreation Large Capital Grants	\$50,000	Matched funding to improve or replace Sport and Recreation Facilities.
Narromine Shire Council	Community Grants	\$5,000	Funding up to 30% of project costs. Capital projects will be considered.
City of Newcastle	Recreation Facilities Grant	\$5000	Matched funding for improvement, maintenance, repair or refurbishment of community recreation facilities.
Northern Beaches Council	Sport and Recreation Infrastructure Grants	\$50,000	For Council owned or managed facilities and for new infrastructure or the upgrade of existing infrastructure.

**ITEM 6 (continued)**

<b>COUNCIL</b>	<b>GRANT TYPE</b>	<b>MAX</b>	<b>CONDITIONS</b>
Orange City Council	Sports Facility Partnership Program	\$15,000	Matched funding to improve sporting and recreational facilities for local sporting organisations and the local community.
Parkes Shire Council	Financial Assistance Grants for sporting groups	Unclear	Building new or upgrading sport and recreation facilities to support increased participation.
Singleton Council	Financial Assistance Grants	\$2,000	For minor repairs and upgrades of buildings.
Sutherland Shire Council	Community Grants Program	\$20,000	Will consider small facility upgrades.

Of the 129 councils across NSW, only 18 offer a grant(s) which specifically support capital works. However, there are a number of Councils that do not exclude capital works in their eligibility, although, they do not specify that capital works will be considered.

Of the Councils offering capital works grants funding ranges from \$2,000-\$75,000 per project. Half of the grants require matched funding and a number are for specific activities including improving accessibility or for sports and recreation facilities. There are also a number of grant programs that require all works to be completed on Council owned or managed buildings or facilities.

**Proposed City of Ryde Community Facilities and Equipment Grant**

In the past 24 months Council has been approached by a number of community organisations seeking Council's support for grants to undertake capital works projects and purchase equipment. In addition some past grant applications have been refused or only partially funded because their application has included an element of capital works or equipment purchases.

Upon reviewing grants across NSW as part of the desktop research, staff have identified numerous funding avenues for Sporting Equipment and Uniforms. This includes grants from both state and federal governments, grants from sporting governing bodies, grants from business including Hyundai, Coles and Jetstar and philanthropic funds. For this reason, it is proposed that sporting equipment be ineligible under this category.



**ITEM 6 (continued)**

Tenants and License holders of Council owned facilities have access to Council staff and the CRM system to request maintenance, refurbishment and updating of facilities. There is a regular program of scheduled works carried out on Council owned property. It is recommended that this process is maintained and therefore works on Council owned buildings and facilities will be ineligible through this new grant.

It is therefore recommended that the City of Ryde to introduce a Community Facilities and Equipment Grant category to address this community need in line with the specified criteria as follows;

**Eligibility Criteria:**

- Funding is available to community groups and not-for-profit organisations for community owned facilities.
- Funding is capped at \$5,000.
- Organisations can only submit one application per year.
- Funding is to maintain, refurbish, repair or improve a community facility.
- Eligibility guidelines, as per the current Community Grants Program guidelines.
- Facilities must be within the Ryde LGA.
- Project must have community support and be able to demonstrate a benefit to the community.
- Sporting equipment is ineligible as there are a multitude of sports grants that can be applied for.
- Works on Council owned buildings and facilities will be ineligible.
- Does not apply to retrospective funding.

**Financial Implications**

If the adopted, the additional grant category will be funded from the Community Grants Base Budget.

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**7 BIKE AND KAYAK HIRE - Parramatta River**

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**Report prepared by:** Senior Coordinator - Park Planning  
**File No.:** GRP/09/3/17 - BP19/765

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**REPORT SUMMARY**

This report has been prepared in response to a Notice of Motion regarding suitable locations for a bicycle and kayak hire kiosk along the Parramatta River.

A review of potential sites was undertaken giving consideration to accessibility, interface with the river, existing supporting infrastructure and available space. A facility matrix was developed to undertake the review of the sites and is provided in **ATTACHMENT 1**. Following this process, a site to the east of the ferry wharf in Kissing Point Park has been identified as the preferred option.

The beach near to this site is identified as a potential swim location in the Parramatta River Catchment Group's (PRCG) masterplan. This site is currently not swimmable due to unsuitable water quality of the river. In the short term, this presents a risk to the viability of the kayak business as it restricts the amount of on water offerings the operator could conduct. To improve viability, typically a kayak hire kiosk would also offer stand up paddle boarding and other in water activities. As the work of the PRCG continues and the river becomes healthier and cleaner, these outcomes are expected to allow for a range on water activities to be offered. Spatial concepts locating and identifying the size of the preferred site are provided in **ATTACHMENT 2**.

To progress the opportunity, it is proposed that Council follow the methodology outlined within the body of the report and summarised below;

- i. Minister approves the Parramatta River Parklands Plan of Management.
- ii. Council staff will undertake community consultation on the proposed implementation of this activity at Kissing Point Park. Should significant opposition to the proposal be received through the consultation process a report be brought back to Council on the matter.
- iii. Subject to a positive consultation process, staff will undertake an Expression of Interest (EOI) to identify a preferred tenderer for a semi-permanent bike and kayak hire facility at Kissing Point Park including food and beverage.
- iv. Report to Council on preferred tenderer.
- v. Subject to Council endorsement, the successful tenderer lodges a Development Application (DA) for the facility and obtains necessary Council approvals.

**ITEM 7 (continued)**

- vi. Construction of facility; and
- vii. Commence trading.

This approach allows the commercial market to determine the feasibility and viability of such a proposal.

In considering this motion staff have identified a potential style of facility which reduces the risk to Council on pursuing this initiative. It is therefore proposed to include in the tender a requirement for a semi-permanent structure. This approach reduces upfront costs to the successful tenderer and minimises rectification works should the venture be unsuccessful. The facility may include a small protected outdoor area. Images of this style of facility are provided in the body of this report. There is also minimal financial commitment or outlay by Council through this process, therefore minimizing the risk exposure to the organisation.

**RECOMMENDATION:**

That Council undertake the following process to seek an operator for a Bike and Kayak service on the Parramatta River:

- i. Minister approves the Parramatta River Parklands Plan of Management.
- ii. Council staff will undertake community consultation on the proposed implementation of this activity at Kissing Point Park. Should significant opposition to the proposal be received through the consultation process a report be brought back to Council on the matter.
- iii. Subject to a positive consultation process, staff will undertake an Expression of Interest (EOI) to identify a preferred tenderer for a suitable facility at Kissing Point Park.
- iv. Report to Council on preferred tenderer.
- v. Subject to Council endorsement, the successful tenderer lodges a Development Application (DA) for the facility and obtains necessary Council approvals.
- vi. Construction of facility; and
- vii. Commence trading.

**ITEM 7 (continued)**

**ATTACHMENTS**

- 1 Site Consideration Matrix
- 2 Spatial Site Concepts

Report Prepared By:

**Michael Longworth**  
**Senior Coordinator - Park Planning**

Report Approved By:

**Simon James**  
**Manager - Parks**

**Wayne Rylands**  
**Director - City Works**

## ITEM 7 (continued)

### Context

This report has been prepared in response to Council's resolution from its meeting on 30 April 2019;

- (a) *That Council identify the safest and most accessible site along Parramatta River in Ryde for a bicycle hire kiosk.*
- (b) *That Council investigate the feasibility of using a site at Kissing Point Beach, east of the ferry wharf that is accessible for a weekend kayak hire kiosk.*
- (c) *That if the above site is not feasible, identify any other suitable locations along the Parramatta River for a kayak hire kiosk.*
- (d) *That a report be brought back to Council outlining the identified sites, costs and process required to secure these services.*

### Discussion

Upon considering the motion staff recommend that any potential facility along the Parramatta River, be a combined bike hire and kayak hire operation in a single facility. To further assist the viability, it is proposed that the facility include small scale food and beverage offerings. This is consistent with other ventures of this nature such as cafes with the option to hire bicycles within Centennial and Bicentennial Parks. It is considered by undertaking this approach that it will give the best opportunity for any business established to be viable.

### Site Selection

To identify suitable sites for the potential facility, a matrix was developed and is provided in **ATTACHMENT 1**. The matrix considered the following;

- Site Ownership/Management;
  - o Owner of the land.
  - o Manager of the land.
  - o Plan of Management.
- Site accessibility:
  - o Access to the site from public transport – bus, ferry and train.
  - o Existing car parking.
  - o Equal Access considerations.
  - o Proximity to active transport routes.

**ITEM 7 (continued)**

- Water accessibility:
  - o Ease of access to the water; beach, headland or seawall.
  - o Location on the river; protected bay or directly onto the river.
  
- Available Space:
  - o Sufficient space for a facility
  - o Serviceability of the facility
  - o Visual impact on surrounding areas.
  
- Existing Leverageable Infrastructure:
  - o Location of existing services,
  - o Proximity to existing attractors such as playgrounds, boat ramps.
  
- Constraints
  - o Existing infrastructure that limits development.
  - o Climate change impacts.
  - o Passive surveillance.

The sites considered were;

- Putney Park, near the future swim site
- Kissing Point Park, east of the ferry wharf
- Anderson Park/Ryde Wharf Reserve
- Memorial Park, near Meadowbank ferry wharf, and
- Melrose Park boat ramp.

The following table provides a summary of the findings of the analysis for the preferred site – Kissing Point Park, east of the ferry wharf. Spatial concepts locating the potential facility at the various sites are provided in **ATTACHEMENT 2**.

	<b>Kissing Point Park, east of the ferry wharf</b>
Site Ownership	Crown land, City of Ryde care, control and management. Parramatta Parklands Plan of Management (subject to Ministerial approval).
Site accessibility	<100m to ferry wharf 37 car spaces (17 with trailers only) Bus stop (507 route only) Ryde Riverwalk regional cycle route Equal access achievable
Water accessibility	Very minor works required to provide access to existing beach. Location is on a somewhat protected bay.

**ITEM 7 (continued)**

	<b>Kissing Point Park, east of the ferry wharf</b>
Available Space	Sufficient space to allow for a small structure of approximately 50m <sup>2</sup> . Sufficient space for an additional storage facility. Good access for service vehicles (can access site from existing car park). Limited visual impact to nearby residents. Good visual amenity for facility.
Existing supporting infrastructure	Existing car park Existing amenities building within <50m providing access to sewer, water, power. Existing district playground ~60m away (constructed late 2000's, not identified for an upgrade in Children's Play Plan 2019). Existing boat ramp scheduled for upgrade in 2020/21.
Constraints	Reasonable passive surveillance from roads. Site is vulnerable to sea level change.
Discussion	Most preferred site due to the accessibility to the site and the river, located on CoR managed land, existing leverageable infrastructure and minimal constraints. Due to sea level change, facility should be semi-permanent.

RMS has been contacted for comment regarding the proposed location of a kayak hire facility to the east of Kissing Point ferry wharf. Advice received is that there is no requirements for minimum distance to ferry wharves, only that hirers would be required to be notified of the risks and to stay away from ferries. It was noted that the contractor would be required to be licenced with the Australian Maritime Safety Authority.

**Swimmability of Parramatta River**

The beach to the east of Kissing Point wharf is identified as a potential swim site in the Parramatta River Catchment Group's (PRCG) masterplan. This site is currently not swimmable due to unsuitable water quality of the river. In the short term, this may impact on the viability of the kayak business as it reduces the amount of on water offerings. Typically, a kayak hire kiosk would also offer stand up paddle boarding and other in water activities. As the work of the PRCG continues and the river becomes healthier and cleaner, these outcomes are expected to improve the viability for the facility.

## ITEM 7 (continued)

### Style of Facility

Due to the untested viability of a facility at the preferred location, it is proposed that the tender require a semi-permanent structure. This approach reduces upfront costs to the successful tenderer and minimises rectification works should the venture be unsuccessful. The facility may include a small protected outdoor area. The following images demonstrate the preferred style of facility.



A secondary semi-permanent storage facility maybe required by the tenderer due to the bulky nature of bicycles and kayaks. This can be accommodated within the existing car park as Council recently reviewed the car park arrangements, changing trailer parking spaces (~10m in length) into commuter parking (only requires 5.5m in length). This has therefore resulted in ~4.5m of ancillary space that could be used for the storage facility.



**ITEM 7 (continued)**

Both facilities will be required to comply with all relevant legislative requirements.

**Proposed Methodology**

To progress this matter and to manage Council's risk exposure, it is proposed that Council follow the following sequential steps. This allows the market to determine the viability and feasibility of the proposal;

- i. Minister approves the Parramatta River Parklands Plan of Management (PRPPoM).

Kissing Point Park is Crown Land and will be managed according to the PRPPoM. The PRPPoM was adopted by Council in December 2018 subject to Ministerial approval. This approval remains outstanding. The NSW Department of Industry and Crown Lands is unable to provide a timeframe for when this approval will be forthcoming.

- ii. Council staff will undertake community consultation on the proposed implementation of this activity at Kissing Point Park. Should significant opposition to the proposal be received through the consultation process a report be brought back to Council on the matter.

To be undertaken in conjunction with 1.

Utilising Council's Community Engagement Framework, staff would consult with the local residents nearby to the site and the wider community. Stakeholders such as Transport for NSW would also be contacted. This would allow staff to identify any community concerns on the proposal and incorporate into the documentation prepared for the Expression of Interest detailed in the next step. Should there be significant opposition to the proposal through the consultation process, staff would report the matter back to Council.

- iii. Subject to a positive consultation process, staff will undertake an Expression of Interest (EOI) to identify a preferred tenderer for a semi-permanent bike and kayak hire facility at Kissing Point Park including food and beverage.

An EOI will be undertaken to identify whether there is any suitable and willing tenderer for the proposal. This EOI will outline Council's expectations and requirements including that all costs in the planning and establishment of the enterprise are to be borne by the tenderer. The initial licencing period will be for a maximum period of 5 years, with a 5 year option. Following this period, Council may determine that either the project does not proceed for another period or that a more permanent facility is appropriate. Non-conforming tenders will be considered on their merits.

**ITEM 7 (continued)**

Should acceptable non-conforming tenders be received during the EOI process, these will be considered on a case-by-case basis. The tenderers will be required to sufficiently justify how their submission is superior to a conforming tender. Non-conforming tenders may include, but not limited to, a proposal for a permanent structure and/or an alternate licencing period. Non-conforming tenders would be limited to a maximum licencing period of 15 years and may include demolition and incorporation of the existing amenities block into the potential facility. Council would stipulate various conditions to mitigate risk exposure and the project would only proceed after the tenderer has sufficiently responded to Council's requirements.

**iv. Report to Council on preferred tenderer.**

Should the EOI process result in a preferred tenderer being identified, a report will be prepared for Council. The report will outline key aspects of the proposed facility for Council's consideration.

**v. Subject to Council endorsement, the successful tenderer lodges a Development Application (DA) for the facility and obtains necessary Council approvals.**

The tenderer will be required to liaise with Council during the preparation of a DA for the structure and business. The tenderer will then lodge the DA with Council providing land owner consent.

**vi. Construction of the facility**

The tenderer will undertake construction of the facility subject to Council approval of all documentation.

**vii. Commence trading**

The business will commence trading.

**Financial Implications**

Conforming tenders will require the tenderer to be responsible for the preparation of all documentation and costs incurred. It is anticipated that there will be no financial implications to Council. Conforming tenders will be limited to a semi-permanent structure with a licence for a 5 year period.

**ITEM 7 (continued)**

Should an acceptable non-conforming tender be received during the EOI process, it will be considered on a case-by-case basis. The tenderers would need to sufficiently justify how their submission is superior. This style of tender may include, but not limited to, a proposal for a permanent structure and/or an alternate licencing period. Non-conforming tenders would be limited to a maximum licencing period of 15 years and may include demolition and incorporation of the existing amenities block into the potential facility. It is anticipated that there will be no financial implications to Council.

**Options**

Council has the following alternate option.

That Council proceed with a viability analysis and construction of a facility to provide a bike and kayak hire service at the identified site.

**Not recommended**

Council engages a consultant to undertake a market viability analysis and develop a component brief for a suitable facility. Council would then fund the construction of the facility and licence its management. This option is not recommended for the following reasons;

- This option places all risk on Council rather than the market.
- This option will require \$50,000 to undertake the required analysis and development of component brief.
- This option will then require Council to fund the construction of the facility, estimated up to \$1,000,000 (subject to the scale of facility constructed).

**Conclusion**

Staff have undertaken further investigation on the feasibility of implementing a bike and kayak hire service along the Parramatta River in Ryde following a resolution of Council. Through this process it has been identified that combining a Kayak and Bike hire service together presents the best opportunity to ensure a viable business is established. The investigation undertaken by staff has identified a suitable potential site and staff are recommending a methodology to progress the initiative. This methodology involves undertaking community consultation on the proposal and, subject to the outcomes of this consultation, seek a suitable external operator to run the business. At identified stages of this process a report to Council will be undertaken ensuring Councillors are involved in the decision making process. The proposed approach reduces the financial and reputational risk to Council and provides a robust process for a suitable operator to be identified. It also ensures the activity is implemented in an open and transparent manner.

**ITEM 7 (continued)**

**ATTACHMENT 1**

	<b>Site Ownership</b>	<b>Site accessibility</b>	<b>Water accessibility</b>	<b>Available Space</b>	<b>Existing Leverageable Infrastructure</b>	<b>Constraints</b>	<b>Discussion</b>
	<i>CoR land and/or CoR care control and management Plan of Management</i>	<i>Proximity to Public transport &amp; active transport Car parking Equal Access</i>	<i>Sea wall, beach, no access, tidal flats, protected bay or on river.</i>	<i>Sufficient space, serviceability of the area, visual impacts,</i>	<i>Existing services, playground/s,</i>		
Putney Park, near swim site	CoR land. Putney Park Plan of Management.	No public transport 84 car spaces No cycling connection Equal access impracticable	Stair access to be commissioned in 2020/21. Location is on a somewhat protected bay.	Sufficient space to allow for a small structure of approximately 50m <sup>2</sup> . Poor access for service vehicles (>70m to existing car park). Limited visual impact on residents. Good visual amenity for facility.	Existing car park Existing amenities building within <50m providing access to sewer, water, power. Existing regional playground (constructed 1999, high priority for major refurbishment in the Children's Play Plan 2019). Identified future swim site.	Poor site accessibility as it is not near public transport and equal access would be challenging to achieve. Existing regional playground. Poor passive surveillance from roads. Site will be protected against 2050 sea level change due to sea wall reconstruction in 2020/21.	Due to the topography of the site and poor connectedness to separated regional cycling routes, this site is not considered a viable option for a cycle hire location.  This site may be suitable for a commercial facility when the beach area is swimmable and regional playground is upgraded.
Kissing Point Park, east of the ferry wharf	Crown land, CoR care, control and management. Parramatta Parklands Plan of Management.	<100m to ferry wharf 37 car spaces (17 with trailers only) Bus stop (507 route only) Ryde Riverwalk cycle route Equal access achievable	Very minor works required to provide access to existing beach. Location is on a somewhat protected bay.	Sufficient space to allow for a small structure of approximately 50m <sup>2</sup> . Sufficient space for an additional storage facility. Good access for service vehicles (can access site from existing car park). Limited visual impact to nearby residents. Good visual amenity for facility.	Existing car park Existing amenities building within <50m providing access to sewer, water, power. Existing district playground ~60m away (constructed late 2000's, not identified for an upgrade in Children's Play Plan 2019). Existing boat ramp scheduled for upgrade in 2020/21.	Reasonable passive surveillance from roads. Site is vulnerable to sea level change.	Most preferred site due to the accessibility to the site and the river, located on CoR managed land, existing leverageable infrastructure and minimal constraints. Due to sea level change, facility should be semi-permanent.
Anderson Park/Ryde Wharf Reserve	Crown land, CoR care, control and management.	>500m to public transport 21 car spaces	Existing unused pontoon. Location is on river.	Sufficient space to allow for a small structure of	Existing car park Existing amenities building beyond	High pressure oil pipeline. Reasonable passive	Potential future site.

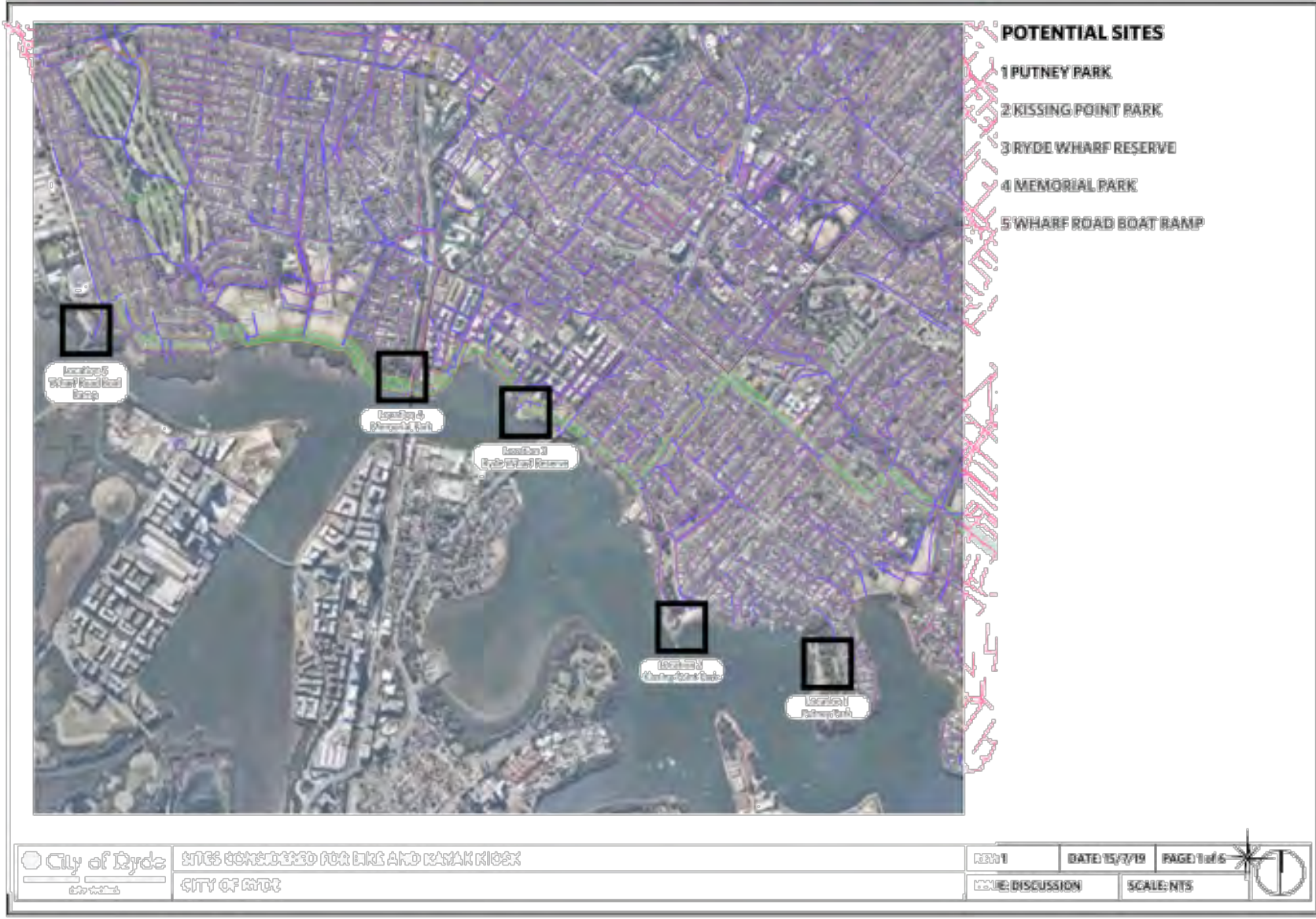
**ITEM 7 (continued)**

**ATTACHMENT 1**

	Parramatta Parklands Plan of Management.	Ryde Riverwalk cycle route Equal access achievable		approximately 50m <sup>2</sup> . Poor access for Service vehicles (>100m to existing car park). Limited visual impact on residents. Good visual amenity for facility.	reasonable proximity for services. Existing regional playground (constructed 2009/10, high priority for minor adjustments in Children’s Play Plan 2019).	surveillance from roads.	
Memorial Park, near Meadowbank ferry wharf	Crown land, CoR care, control and management Parramatta Parklands Plan of Management.	<150m to ferry wharf <600m to Meadowbank station Bus stop (513 route only) 70 car spaces Ryde Riverwalk cycle route Equal access achievable from Riverwalk.	Would require significant works to provide access through existing sea wall. Location is on river.	Sufficient space to allow for a small structure of approximately 50m <sup>2</sup> . Reasonable access for service vehicles (~10m to existing car park). Good visual amenity for facility.	Existing car park No existing access to sufficient capacity sewer, water, power. Existing district playground <130m away(constructed 2014/15).	High pressure oil pipeline. High pressure gas line. Poor passive surveillance from roads. Site is vulnerable to sea level change.	Potential future site. Opportunity identified on the Meadowbank Park & Memorial Park masterplan.
Melrose Park boat ramp	City of Parramatta land. Would either require a partnership or CoP to develop. Area is road reserve.	No public transport 62 car spaces Ryde Riverwalk cycle route Equal access achievable.	Impracticable due to constraints of existing boat ramp. Location is on river.	Limited space. Would require relocation of existing amenities. Good access for service vehicles (can access site from existing car park). Limited visual impact on residents. Limited visual amenity for facility.	Existing car park Existing amenities building providing access to sewer, water, power. No playground. Existing boat ramp.	Reasonable passive surveillance from roads. Potential future site of light rail bridge across Parramatta River.	Due to partnership with City of Parramatta, this site is not considered a priority. Additionally, the location has poor visual access to the water and therefor is potentially limited in its attractiveness for commercial operators.

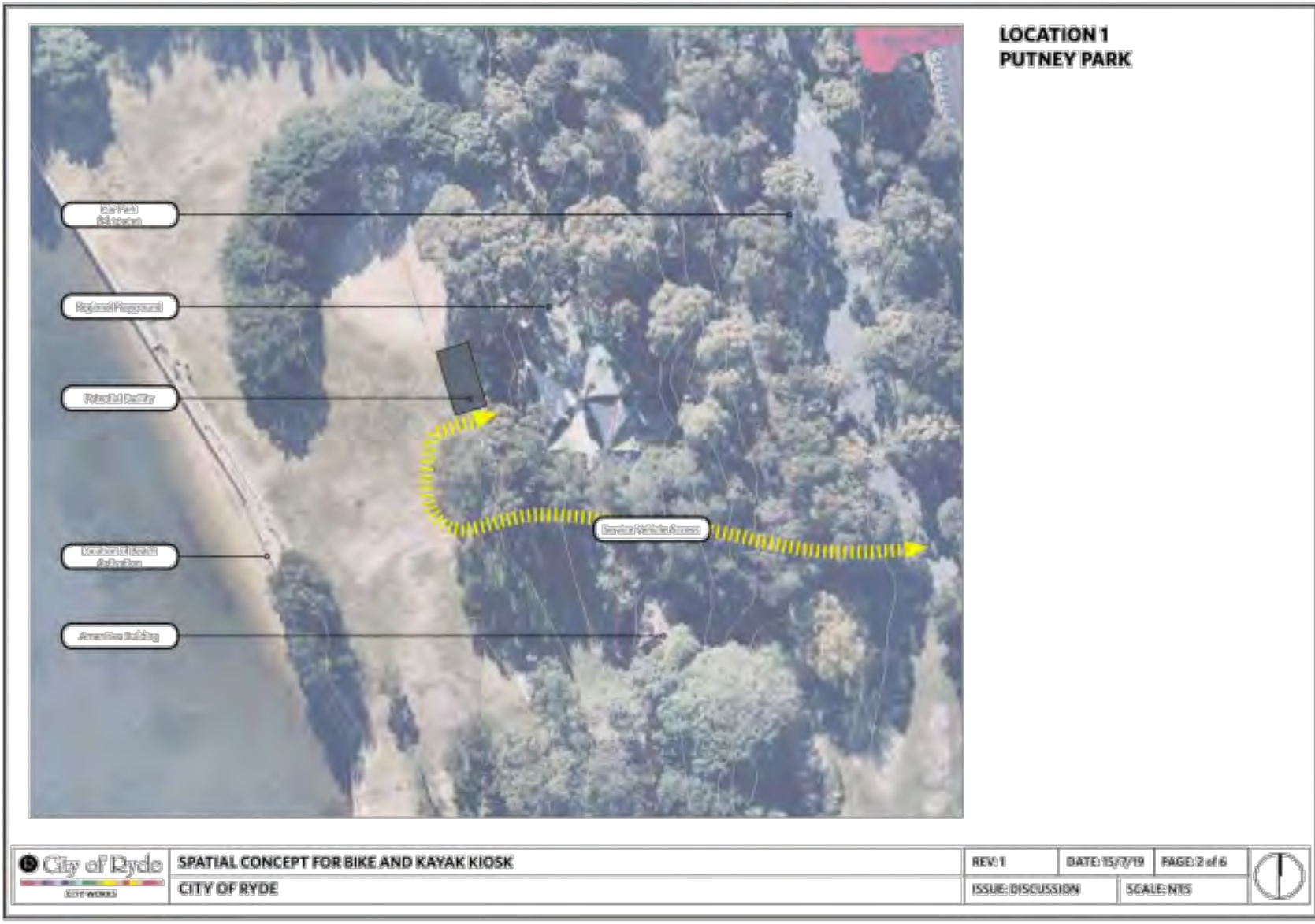
**ITEM 7 (continued)**

**ATTACHMENT 2**



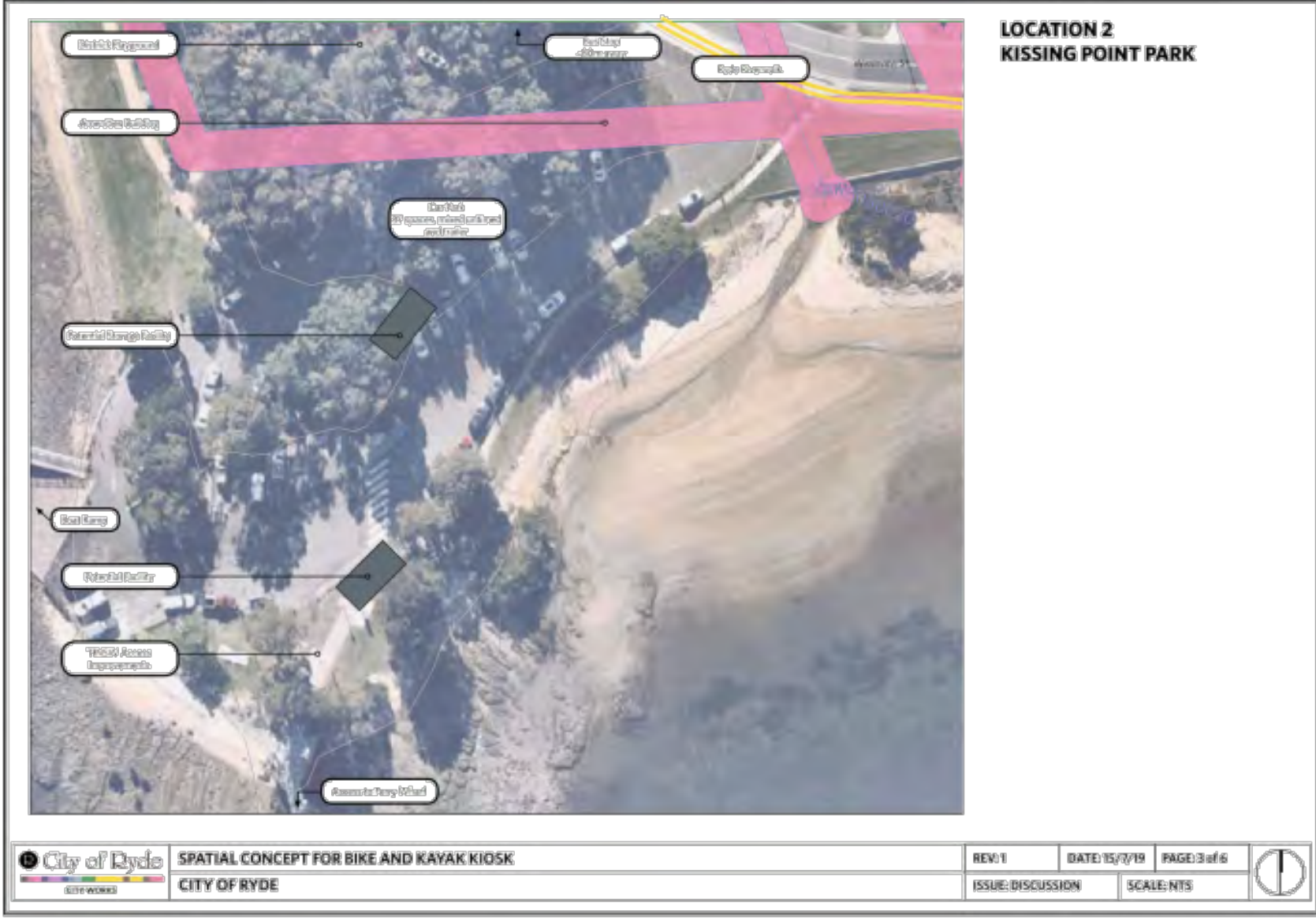
**ITEM 7 (continued)**

**ATTACHMENT 2**



**ITEM 7 (continued)**

**ATTACHMENT 2**





**ITEM 7 (continued)**

**ATTACHMENT 2**

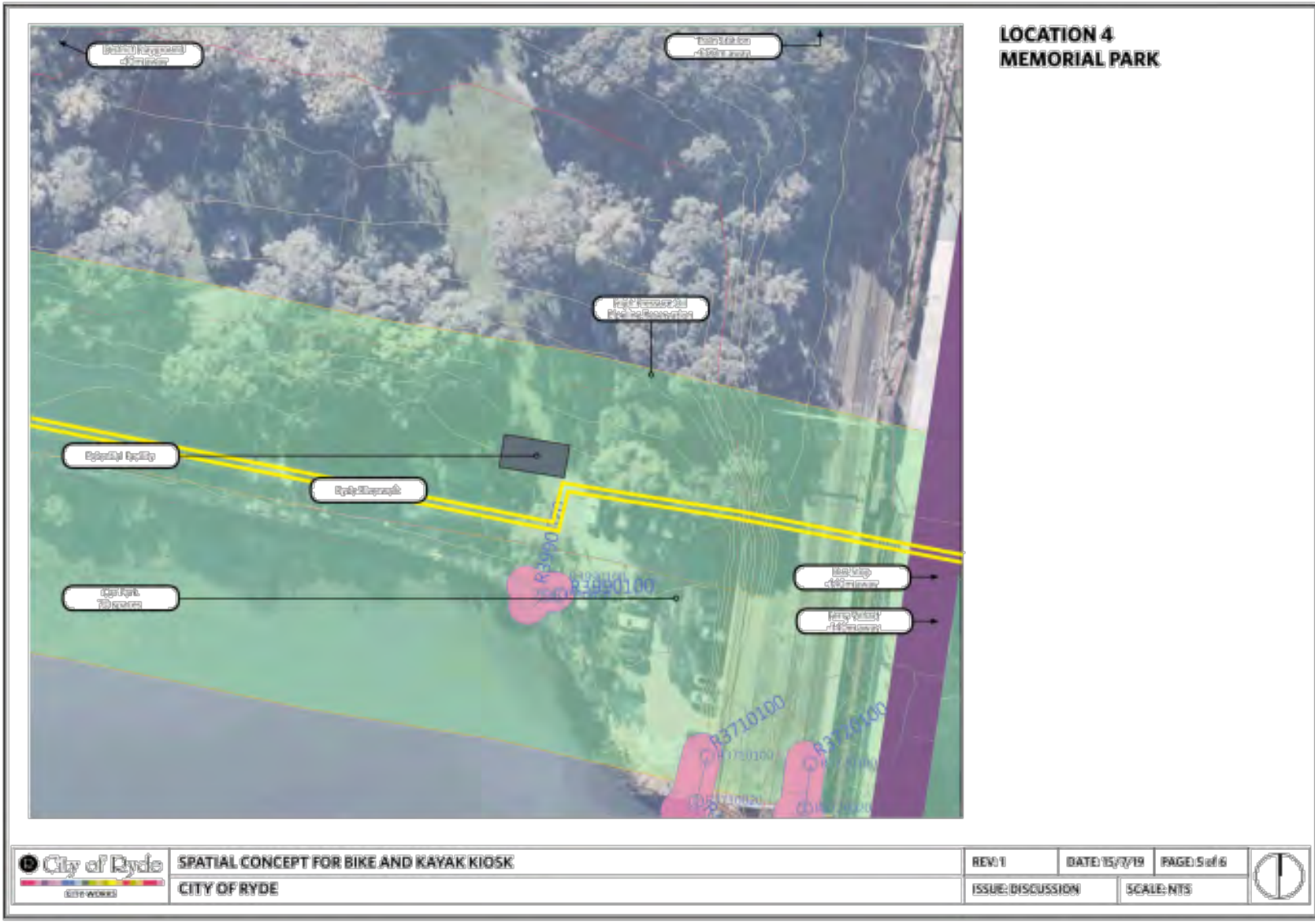


**LOCATION 3  
RYDE WHARF RESERVE**

 <b>City of Ryde</b> <small>City Works</small>	<b>SPATIAL CONCEPT FOR BIKE AND KAYAK KIOSK</b>	REV: 1	DATE: 15/7/19	PAGE: 4 of 6	
	<b>CITY OF RYDE</b>	ISSUE: DISCUSSION	SCALE: NTS		

**ITEM 7 (continued)**

**ATTACHMENT 2**



**ITEM 7 (continued)**

**ATTACHMENT 2**



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## 8 ENDORSEMENT OF PARRAMATTA RIVER MASTERPLAN

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**Report prepared by:** Sustainability Programs Coordinator; Senior Coordinator - Environment

**File No.:** GRP/09/6/5 - BP19/729

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### REPORT SUMMARY

This report proposes that Council endorse the Parramatta River Masterplan which is provided for in **ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER**. This plan is prepared by the Parramatta River Catchment Group (PRCG) who has undertaken evidence based research and extensive community engagement along the whole of the river catchment before developing the Masterplan.

This Masterplan is known the “Duba, Budu, Barra – Ten Steps to a Living River – The Parramatta River Masterplan” and was prepared in conjunction with the 11 partner catchment Councils to improve the health of the Parramatta River towards future swimmability by 2025.

The City of Ryde is an active member of the PRCG and each partner Council is now expected to endorse the Masterplan so that implementation across the whole of the River system can be coordinated.

The PRCG commenced in 2008 and in 2018 Sydney Water became the lead agency for the PRCG to drive the implementation and improve governance for the delivery of the Masterplan towards swimmability and improved river health.

The Masterplan nominates 3 locations for new Swim Site activation confirmed to occur in the coming 2-3 years. Sites confirmed for delivery by 2022 are Bayview Park in Concord, McIlwaine Park in Rhodes East and Putney Park in Ryde.

This Masterplan will support the activation of these sites.

### RECOMMENDATION:

- (a) That Council endorses the Parramatta River Masterplan known as “Duba, Budu, Barra – Ten Steps to a Living River – The Parramatta River Masterplan” prepared by the Parramatta River Catchment Group for improving the health of the Parramatta River.
- (b) That Council’s endorsement of the Parramatta River Masterplan be formulated into a Media Release to be distributed through regular channels.

### ATTACHMENTS

- 1 Parramatta River MasterPlan - CIRCULATED UNDER SEPARATE COVER

**ITEM 8 (continued)**

Report Prepared By:

**Katie Helm**  
**Sustainability Programs Coordinator**

Report Approved By:

**Kylie McMahon**  
**Senior Coordinator - Environment**

**Sam Cappelli**  
**Manager - Environment, Health and Building**

**Liz Coad**  
**Director - City Planning and Environment**

## **ITEM 8 (continued)**

### **Background**

The Parramatta River Catchment Group (PRCG) in late 2018 launched 'The Parramatta River Masterplan.' The Masterplan is a framework which sets out a pathway to bring back swimming to the River by 2025 across 11 local government areas along the Parramatta River catchment area through improvement of water quality and community involvement.

Development of the Masterplan has been led by the PRCG with significant input and support from the City of Ryde, 11 partner catchment Councils, Sydney Water, NSW EPA, NSW Health and NSW Department of Planning, Industry and Environment. The Plan has been highly commended and supported by the Greater Sydney Commission and 100 Resilient Sydney for the extensive work and framework developed to improve river health for communities to enjoy. It also received a 'Highly Commended' accolade at the 2018 International River Symposium in Sydney.

Council has been an active member of the PRCG since its inception in 2008. Ryde's own contribution to the development of the Masterplan has included direct committee participation in multiple cross-agency technical working groups, contribution to peer review of research papers and evidence gathering, coordinating community events and regular stakeholder contribution at the PRCG group meetings. External to this Council's Mayor, Councillor Laxale was formerly the Chair of the PRCG for a term until 2018 and Councillor Pedersen has since been serving as Vice Chair of the group from 2018 to present.

### **Context**

The Parramatta River is one of Australia's most iconic river systems. Since early colonization of Sydney the river was used as the only transport connection for early settlement for the production of food, home to numerous Aboriginal communities and the life force for all surrounding it. The River provided many locations for those living along its shores to enjoy swimming at the numerous baths and foreshore beaches.

Sadly industrialization along the foreshore areas of the river saw the decline of the water quality due to poor industrial waste management practices polluting and degrading it. The PRCG has been actively working to change this.

**ITEM 8 (continued)**

Implementation of the 10 delivery steps as outlined within the Masterplan is consistent with the following key strategic documents for Greater Sydney and City of Ryde:

**a. North District Plan, Greater Sydney Commission:**

- Planning Priority N15: Protecting and improving the health and enjoyment of Sydney Harbour and the District's waterways.
- Planning Priority N17: Protecting and enhancing scenic and cultural landscapes

**b. 2028 City of Ryde Community Strategic Plan**

Our Active and Healthy City of Ryde

- Providing opportunities and choice for recreation and active learning and living.
- Strengthening community life, connectedness and wellbeing

Our Natural and Sustainable City

- Continuing investment in programs that protect and enhance City of Ryde's natural areas, including our bushland, waterways and ecosystems
- Collaborating with volunteers, businesses and the community to care for and enhance our natural areas.

**Discussion**

The Masterplan includes actions for local government areas, state agencies and community to undertake within the following ten recommendation areas:

1. Maintain, improve and promote the four current swim sites in the Parramatta River (being Lake Parramatta, Cabarita Park Beach, Chiswick Baths and Dawn Fraser Baths).
2. Agree and progress the establishment of the Riverwatch monitoring program for the Parramatta River.
3. Establish three new swimming sites in the River by 2025.
4. Establish a whole of catchment land use policy and statutory planning mechanisms.
5. Adopt a regional approach to the installation, maintenance and reporting of stormwater infrastructure and water sensitive urban design (WSUD) infrastructure.

**ITEM 8 (continued)**

6. Improve water quality outcomes through targeted wet weather overflow management, focused on those overflows impacting existing and proposed swimming sites.
7. Undertake joint community education and compliance activities focused on reducing stormwater and point pollution where it is linked to community behavior and actions.
8. Maintain, improve and create new habitats for the Parramatta River catchment's five iconic species (mascots) as indicators of water quality and catchment health.
9. Undertake regular monitoring and report annually to stakeholders and the community on progress towards the Parramatta River Masterplan.
10. Establish a more effective whole-of-government approach to the governance of the Parramatta River Masterplan led Sydney Water as the lead coordinating agency.

**Financial Implications**

There are no direct financial implications for endorsing the Masterplan. Council as a member partner contributes to the continuity of the PRCG through existing annual membership fees.

Individual projects for action delivery as outlined under the Plan may be developed by respective councils however this funding will be at the discretion of Council and apply through the standard project bidding and annual business planning and approval processes.

Previous approval and funding has been provided by Council in 2018 for delivering the Putney Beach Activation project in 2019 – 2021 to enable delivery of foreshore activation at Putney Park. Delivery of this project will deliver one of the groups newest future activation sites under the Plan as well as foreshore activation objectives as outlined by the Greater Sydney Commission.

A series of beach access steps will be constructed by 2021 to enable access to the beach area for community to engage with the River. This project will partner with the seawall upgrade project at the same site to deliver the multi-faceted project outcome. Concept design for the project will be finalised in coming months prior to construction commencement in 2020.



**9 GLYPHOSATE USE IN THE CITY OF RYDE**

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**Report prepared by:** Manager - Operations**File No.:** GRP/09/3/17 - BP19/1062

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**REPORT SUMMARY**

The purpose of this report is to provide Council with a summary of the City of Ryde's (CoR's) current practices in relation to the use of Round-up, and the state of scientific advice regarding the reported hazards associated with its use.

**RECOMMENDATION:**

- (a) That Council endorses the continued use of Roundup or other Glyphosate products in strict accordance with manufacturer's recommendations.
- (b) That Council staff continue to monitor developments in the use of glyphosate-based products, and implement any changes recommended by relevant government authorities.

**ATTACHMENTS – CIRCULATED UNDER SEPARATE COVER**

- 1 Appendices Glyphosate
- 2 Australian Pesticides and Veterinary Medicines Authority - Regulatory position: consideration of the evidence of a formal reconsideration of Glyphosate

Report Prepared By:

**Stephen Ellul**  
**Manager - Operations**

Report Approved By:

**Wayne Rylands**  
**Director - City Works**

**ITEM 9 (continued)****Discussion**

At its meeting held on 25 June 2019, Council resolved as follows:-

*That, given recent publicity and community concerns regarding the use of products containing Glyphosate for weed control, the General Manger bring back to Council a report outlining:*

- (a) The use of herbicides that contain Glyphosate in all City of Ryde Council owned and managed areas.*
- (b) A list of herbicides and procedures and their estimated cost to implement at the City of Ryde, that are effective in controlling weeds which could be used to replace products containing Glyphosate.*
- (c) The current safety advice from Australian state and federal agencies regarding the use of products containing Glyphosate and current practices of neighbouring councils.*

**What is Glyphosate and how does it work**

Glyphosate is a broad-spectrum herbicide which works by inhibiting an enzyme found in plants. There are around 500 products containing glyphosate registered for use in Australia. Glyphosate has been registered for use for over 40 years. It is the most widely used herbicide in the world.

It is applied to the leaves of plants to kill both broadleaf plants and grasses. Glyphosate comes in many forms, including an acid and several salts. These can be either solids or an amber-coloured liquid.

Glyphosate is a non-selective herbicide, meaning it will kill most plants. It prevents the plants from making certain proteins that are needed for plant growth. Glyphosate stops a specific enzyme pathway, the shikimic acid pathway. The shikimic acid pathway is necessary for plants to produce the proteins they need to survive. This enzyme is not present in humans or other animals.

Glyphosate, when sprayed onto plants and the surrounding ground, binds tightly to the soil and is biodegradable, quickly breaking down into non-toxic substances such as water and carbon dioxide.

**CoR use of Glyphosate**

CoR staff use this chemical to control weeds in a number of situations including along kerb and channel and footpaths in streets, weeds in park garden beds and along fence lines and in bush regeneration and re-vegetation works.

**ITEM 9 (continued)**

The use of this chemical is strictly in accordance with the manufacturer's recommended safe usage as set out on the label and in accordance with the product's Safety Data Sheet.

A specific Risk Assessment Method Statement (RAMS) has been developed and is used by all staff involved in the use of this and other herbicides (Appendix 1) In practical terms, the use of Round-up is predominantly used for targeted spraying. All staff required to use Round-up are appropriately trained (Chemical Handling and Application – AQF 3 & 4) and equipped with the correct personal protective equipment (PPE's). Council also uses Round- up Biactive®, which is a formulation that is recommended for use along watercourses and other environmentally sensitive areas.

**Alternative weed controls**

A summary table is provided that details other chemicals, together with their advantages and limitations that are available (Appendix 2).

A number of organisations and local government authorities have employed steam treatment of weeds as part of their integrated pest management systems. This process uses sprayed water heated to around 150 degrees Celsius. When applied directly onto the weed leaf surfaces, the cellular structure is destroyed.

This is a non-selective method of weed control (i.e. it kills everything contacted) which relies on the skill of the operator to ensure that non-target species of plants are not inadvertently treated during the process.

While stream treatment is effective on annual type weeds in street and footpath situations, steam systems are not effective on woody weeds. The heavy truck-mounted equipment sometimes can't access difficult areas and it cannot be used in turf or garden type situations.

Substantial quantities of water are needed and a diesel-powered motor is used to generate the heat & water pressure. The system is also about 4 to 5 times more expensive than alternative methods such as using Glyphosate herbicide to control weeds. There is also a WHS issue with the user being exposed to super-heated water.

CoR has previously used alternatives such as natural oil products (Citrus Oil, Pine Oil and other plant based derivatives). These products were successful in providing initial knockdown of weed growth, but, as these products are non-systemic in their action, regrowth is rapid. Also, they are cost prohibitive to apply over large areas of application, such as those that Council maintains, including parks and sports fields.

**ITEM 9 (continued)**

The systemic nature of Glyphosate (transporting the chemical through the plant) is one of the features that has guaranteed its widespread application for post emergent, non-selective weed control. Most of the alternatives are either contact in action or they are selective in the types of weeds that they will control.

In reality, there are no broad spectrum, non-selective, systemic alternatives to Glyphosate that provide the same effective and economical weed control in a variety of situations and applications.

**World Health Organisation findings**

The report released last year by International Agency for Research on Cancer (IARC), an agency affiliated with the World Health Organisation (WHO), classified glyphosate as 'probably carcinogenic to humans', following a hazard-based, strength-of-evidence assessment of publicly available scientific information.

The IARC assessment looked at the intrinsic toxicity potential or 'hazard' of the chemical glyphosate as a cancer-causing agent only. Indoor emissions from burning wood and high temperature frying, some shift work, and consumption of red meat are also classified as probably carcinogenic to humans and are in the same category as glyphosate. Agents classified by IARC in the highest category (carcinogenic to humans) include all alcoholic beverages, consumption of processed meat, solar and ultraviolet radiation (ie sunlight), engine exhaust (diesel), post-menopausal oestrogen and oestrogen-progestogen therapy, outdoor air pollution, occupational exposure as a painter, and soot and wood dust.

When making an assessment of the risk of these substances or lifestyles they did not consider how the risks can be managed in actual use situations and they did not assess the risk of glyphosate causing cancer when used according to the label instructions in a registered chemical product.

Only one (1) of the four (4) major WHO programmes agreed on glyphosate safety and made comment on its use.

**Australian Pesticides and Veterinary Medical Association (APVMA)**

The APVMA is an Australian government statutory authority established in 1993 to centralise the registration of all agricultural and veterinary chemical products into the Australian marketplace.

Previously each State and Territory government had its own system of registration. The APVMA was previously known as the National Registration Authority (NRA). Australian law requires all agricultural and veterinary chemical products sold in Australia to be registered by the APVMA.

**ITEM 9 (continued)**

Once a product is registered, it is approved for the purposes and uses stated on the product's label.

The APVMA provides guidelines and safety statements to ensure that approved products are then used in a safe manner. Following the release of the IARC findings late last year, the APVMA released a Factsheet in April 2016 – a copy of this factsheet is attached to this memorandum (Appendix 3).

New studies, assessment reports and scientific opinions on approved pesticides or veterinary medicines are generated regularly and the APVMA evaluates the scientific merits of these before deciding on whether a formal reconsideration—or other regulatory action—is appropriate.

In the case of the use of glyphosate, the APVMA concluded that:

“All glyphosate products registered for use in Australia have been through a robust chemical risk assessment process and are safe to use, provided they are used as per the label instructions”.

The APVMA plans to publish a draft document outlining the glyphosate nomination assessment and proposed regulatory options in June 2016. An opportunity for comment will be provided following publication of this draft document and the final document and regulatory options will be subsequently published, following consideration of any comments received.

On 9–13 May 2016 experts met at WHO headquarters and concluded glyphosate is unlikely to pose a carcinogenic or genotoxic (having an effect on the genetic material in cells) risk to humans.

To add further comment to the safety concerns, a leading local authority, Emeritus Professor Ivan Kennedy of University of Sydney, has referred to Roundup as “our safest herbicide” (Appendix 4).

**Financial Implications**

There are no financial implications for Council should the continued use of this product be endorsed. Adoption of the recommendations will have no financial impact.

**Conclusion**

The APVMA has stated glyphosate is safe for humans, animals and the environment when used according to label directions.

**ITEM 9 (continued)**

No regulatory agency in the world considers glyphosate to be a carcinogen.

Based on current evidence, the APVMA does not expect any significant changes to the registration of glyphosate in Australia.

On the basis of the evaluation of the scientific information and assessments, the APVMA concludes that the scientific weight-of-evidence indicates that:

- exposure to glyphosate does not pose a carcinogenic risk to humans

There is no scientific basis for revising the APVMA's satisfaction that glyphosate or products containing glyphosate:

- would not be an undue hazard to the safety of people exposed to it during its handling or people using anything containing its residues
- would not be likely to have an effect that is harmful to human beings
- would not be likely to have an unintended effect that is harmful to animals, plants or things or to the environment
- would be effective according to criteria determined by the APVMA by legislative instrument, and
- would not unduly prejudice trade or commerce between Australia and places outside Australia.

There are no scientific grounds for placing glyphosate and products containing glyphosate under formal reconsideration.

The APVMA will continue to maintain a close focus on any new assessment reports or studies that indicate that any of the above conclusions may need revising.

## 10 GRANT FUNDING APPLICATION APPROVAL - ROADS AND MARITIME SERVICES - 2019-20

**Report prepared by:** Traffic Engineer  
**File No.:** GRP/09/3/15 - BP19/1016

### REPORT SUMMARY

Roads and Maritime Services (RMS) formally invited Councils within NSW to apply for funding opportunities across NSW Government's Active Transport Program for the 2019-20 financial year.

This report advises Council of funding approvals from RMS for grants under the Active Transport Program.

It is recommended that Council accepts the funding as outlined below:

RMS Program	Project Description	Funding Offered
Connecting Centres – Infrastructure (50% Funded)	Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP – Complete Design (Stages 1, 2 and 3) and Construction of Stage 1 (Epping Road to Bronhill Avenue)	\$1,155,209

David Matthews, Council's Development Contribution Coordinator, has advised that there are sufficient funds to cover Council's contribution towards this project. However, the budget adjustment for Quarter 1 still requires Council approval.

### RECOMMENDATION:

- (a) That Council accepts the \$1,155,209 funding received from the RMS Active Transport Program (2019-20) – Connecting Centres – infrastructure for the following project:
  - i. Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville shared user path – Complete Design (Stages 1, 2 and 3) and Construction of Stage 1 (Epping Road to Bronhill Avenue), total cost of \$2,310,418 be co-contributed between Council and RMS;
  - ii. That Council allocates the amount of \$1,155,209 from the s7.11 Reserve for the project and that this amount also be approved in the Q1 budget adjustment process.

**ITEM 10 (continued)**

**ATTACHMENTS**

1 2019-20 Active Transport Program - Letter

Report Prepared By:

**Muddasir Ilyas**  
**Traffic Engineer**

Report Approved By:

**Michael Dixon**  
**Transport Manager**

**Wayne Rylands**  
**Director - City Works**



## ITEM 10 (continued)

### Discussion

#### NSW Government Active Transport Program 2019-20

RMS provides project funding under the Active Transport Program to Councils for the 2019-2020 financial year. The program funds jointly planned and delivered cycling infrastructure projects addressing active transport and road safety in our community.

An application for funding was submitted in October 2018 for the Pittwater Road shared user path Project incorporating design of stages 1 to 3 and construction of stage 1 works between Epping Road, North Ryde and Bronhill Avenue, East Ryde. Submissions for remainder of the stages 2 and 3 of the project will be made to RMS in the subsequent financial years 2020-21 and 2021-22 respectively.

Council has received approval from RMS (**ATTACHMENT 1**) for this project funding under the RMS Active Transport Program for the 2019-2020 financial year. The project is co-contributed between Council and RMS. The details of the project are as follows:

<b>Project Description</b>	<b>Project Cost</b>	<b>Funding Offered</b>	<b>Funding ratio</b>
Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP – Complete Design (Stages 1, 2 and 3) and Construction of Stage 1 (Epping Road, North Ryde to Bronhill Avenue, East Ryde)	\$2,310,418	\$1,155,209	50/50 funded by RMS & Council
<b>Total Funding Offered: \$1,155,209</b>			

### Financial Implications

Should Council resolve to undertake this project it will result in a financial impact of \$1,155,209 and this requires additional funding of \$1,155,209 towards Council's contribution. This funding would be sought through Council's s7.11 Reserve. It has been confirmed by the Council's Development Contributions Coordinator that these funds are available for this project in this financial year.

**ITEM 10 (continued)**

<b>Project Name</b>	<b>Current approved budget</b>	<b>Estimated cost</b>	<b>Surplus/(Deficit)</b>
Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP – Complete Design (Stages 1, 2 and 3) and Construction of Stage 1 (Epping Road to Bronhill Avenue)	\$1,155,209	\$2,310,418	Nil

**Conclusion**

That Council allocates the amount of \$1,155,209 from the s7.11 Reserve for the design and construction of Pittwater Road shared user path and that this amount also be approved in the Q1 budget adjustment process.

**ITEM 10 (continued)**

**ATTACHMENT 1**



13 August 2019

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

Attention: Mr George Dedes

Dear Mr Dedes

**2019/20 Active Transport Program**

Roads and Maritime Services values our partnership with Local Government to plan and deliver infrastructure projects in our communities.

We are pleased to advise you that your council has been successful in gaining funding for the following project, through the NSW Government's Active Transport program for the 2019-20 financial year. This is great news and we look forward to working with you to deliver this project and the benefits it brings to your community.

Program	Project Number	Project Description	2019-2020 Funding Offered (\$)
Connecting Centres - Infrastructure	P.0043346	<b>Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP - Complete Design (Stage 1, 2 and 3) and Construction of Stage 1</b> Construction of SUP with a predominant width of 2.5m and total length of 4470m along the eastern and western sides of Pittwater Road from Epping Road to Victoria Road, North Ryde to Gladesville	\$ 1,155,209

Council should note that grant funding does not imply that projects are automatically approved for construction. Councils must obtain all relevant approvals from Roads and Maritime and other approval authorities.

This letter documents the procedures Roads and Maritime and Council must follow if funding to Councils is to be maintained in accordance with RMS *Financial Arrangements with Councils for Road Management* (see internet page Local Government Relations under [www.rms.nsw.gov.au/doingbusinesswithus/lgr/index.html](http://www.rms.nsw.gov.au/doingbusinesswithus/lgr/index.html)).

Projects must also comply with the requirements outlined within the Australian Government's 'Notes On Administration for Land Transport Infrastructure Projects' available at [https://investment.infrastructure.gov.au/about/resources/notes\\_on\\_administration.aspx](https://investment.infrastructure.gov.au/about/resources/notes_on_administration.aspx)

Roads and Maritime has a considerable amount of funds invested in a range of traffic, safety and active transport projects that are to be delivered by Councils. As a consequence, both Roads and Maritime and Councils need to adhere to this process and the schedule for the effective delivery of these projects under the various programs. The requirements that Council must adhere to, as part of its acceptance of project funding, are provided in Attachments A and B.

**ITEM 10 (continued)**

**ATTACHMENT 1**

Please complete Attachments C and D and return a signed copy of each to Roads and Maritime by **Friday 02 August 2019**.

Via email: [Sydney.Traffic.Safety.Programs@rms.nsw.gov.au](mailto:Sydney.Traffic.Safety.Programs@rms.nsw.gov.au)

For any further enquiries about information in this letter please contact Roads and Maritime Program Manager, Peta Smith

Email: [peta.a.smith@rms.nsw.gov.au](mailto:peta.a.smith@rms.nsw.gov.au)

Telephone: 8843 3072

Yours sincerely



Colin Langford  
Director North West Precinct

**Attachments:**

- A. Key requirements for acceptance of NSW Government funding
- B. Key Dates
- C. Council acceptance of NSW Government funding
- D. Council initial financial forecast and Key Milestone Dates

**ITEM 10 (continued)**

**ATTACHMENT 1**

**Attachment A – Key Requirements for Approval of Funding**

**Key requirements for funding**

There are several compliance phases throughout the life of a project that need to be adhered to if funding is to be offered and maintained. The performance of Council against these compliance phases will be monitored and reported on by Roads and Maritime.

**1. Council acceptance of funds and Council project / program plan**

Council must notify Roads and Maritime that they will accept the funding offered by Roads and Maritime by **02 August 2019**. If Council requires more time to process the funding approval they should advise Roads and Maritime before this date. Council is required to submit "Council acceptance of Roads and Maritime funding" form when accepting the funds offered by Roads and Maritime (Attachment C).

In addition to the acceptance Council should also submit the financial forecast sheet (Attachment D) for the 2019-20 financial year. Council's commitment to the earliest possible delivery of projects within the financial year is appreciated.

In accepting an allocation for projects that are funded under 50/50 arrangements, Council has then confirmed that their share of the costs of the projects is committed to and these projects will be delivered under that basis.

Funding may be re-allocated to other Councils where the signed acceptance letter and a completed financial forecast are not returned by the due date.

**2. Progression of works**

Council is expected to progress design and delivery of grant funded works steadily throughout the financial year.

Council is required to undertake public consultation and meet all WHS requirements for each project. Council must ensure that projects are constructed in accordance with the relevant Australian Standards, Austroads Guidelines and Roads and Maritime Supplements.

If Roads and Maritime is responsible for the ongoing maintenance of any part of the project, including any duties that relate to the construction or commissioning of a structure, Council must ensure that Roads and Maritime reviews and provides formal approval of the plans prior to the commencement of construction by council.

For all other projects, Councils are responsible for reviewing and approving plans as the asset owner. Roads and Maritime does not undertake design or safety reviews of Council projects.

Council is responsible to undertake a Road Safety Audit under *Guidelines for Road Safety Audit Practices* for all funded infrastructure projects and address all corrective actions. Any audits must be undertaken by an accredited and independent audit team.

## ITEM 10 (continued)

## ATTACHMENT 1

### 3. Council monthly reporting

Every month through the 2019-20 financial year Council shall submit a report that includes all projects detailed in this letter and its attachments. In the event other projects are funded throughout the year then these must be added to the monthly report.

A reporting template will be provided to Council at the start of the approved financial year, following their acceptance of the funds and return of Attachments C and D.

The monthly report includes:

- A description / scope of each project in accordance with that funded proposal and the relevant program, project number and purchase order for each project along
- Details of the progress of all works including key milestone dates for the submission of design and the start and completion dates of construction.
- Cost estimation, actuals and accruals as follows:
  - Actual costs for each month prior to the current reporting month.
  - An estimate of the value of works to be completed to the end of the reporting month (to be used by RMS for accrual purposes)
  - Forecast for each month after the reporting month to the end of the financial year.
  - Note that the cost estimate represents the value of works completed, not when Council receives invoices. Also, Council should be aware that this forecasting process does not generate payment, and is separate from invoicing.
- Risks, mitigations and comments on each project. Comments should be detailed enough to give an accurate view as to the current status of the project.
- Work Health Safety (WHS) occurrences (any events or conditions that resulted in or had the potential to result in a noteworthy amount of damage of injury including any notifiable incidents).

Monthly reports shall be provided by no later than the dates in the attached schedule (Attachment B). Reports are encouraged to be submitted earlier than this. A report is still required to be submitted even if there has been no change to the previous month – in this case it should be noted that there is no change.

Please email monthly reports to: [Sydney.Traffic.Safety.Programs@rms.nsw.gov.au](mailto:Sydney.Traffic.Safety.Programs@rms.nsw.gov.au)

RMS may require periodic meetings with Councils to discuss the progress of their projects.

### 4. Funding Acknowledgement

#### 4.1 Funding Acknowledgement NSW Government

All recipients of NSW Government funding for infrastructure and capital works must acknowledge the NSW Government. Funding made available by the NSW Government is designed to improve the lives of people across the state and grants can provide significant benefits to communities.

The NSW Government has produced a set of Funding Acknowledgement Guidelines, these guidelines are designed to help groups and organisations with acknowledging NSW Government support in a way which is consistent across the state. They aim to simplify government advertising and signage.

These guidelines will help you determine what kind of acknowledgement is appropriate for each project. It will outline where signs should be displayed and for how long, and how to obtain NSW Government approval for acknowledgements. See below for a copy of the funding acknowledgment guidelines.

<https://communications.dpc.nsw.gov.au/branding/>

## ITEM 10 (continued)

## ATTACHMENT 1

### 5. Scope changes / variations

Any change of scope, time or cost, for projects **MUST** be discussed as soon as possible with Roads and Maritime Services. Council must formally request, and detail in writing, the proposed scope changes to Sydney.Traffic.Safety.Programs@rms.nsw.gov.au.

- Formal approvals for variations in project scope and funding allocations must be sought before construction starts (where possible)
- A change in scope can be defined as additional treatments, omission of approved treatments and changes to the original proposal
- Any request to vary the approved scope must be accompanied by sufficient explanation on the reasons for the requested scope variation
- Variations in funding allocations must be supported by a detailed cost estimate
- Where there is the potential for Council to submit multiple variation requests throughout the life cycle of the project, it is recommended that Council manages the process and submits the variation requests on a limited basis, when final estimates are known
- It is requested Council use the monthly reporting process to flag early risks to funding/scope changes and RMS will work with Council's to address these risks and coordinate formal variation requests on a limited basis

No works are to commence prior to receiving written approval for the change of scope from Roads and Maritime and a revised forecast is agreed to in writing. Note that a change of scope may result in a revised funding allocation and the merits of the project may be re-assessed against other priority projects.

### 6. Invoicing

Council must submit a Tax invoice for all requests for payment of grant funding. The Tax invoice must not include GST, as GST is not applicable for Council grants. Evidence of works completed must be submitted with the invoice. Evidence of works are to include submission of a signed completion report, completion photos or other documentation.

It is preferred that invoices are kept to a minimum, where possible, with a final invoice to be submitted at completion of the works under the funding agreement. Should Councils wish to discuss progress payments please contact the RMS Sydney Region Program Performance Officer.

### 7. Before and after photo requirements

Roads and Maritime requires before and after photographs for all construction projects. Council is requested to take a few before and after high resolution (2MB +) photographs at the same location/angle. Before and after photographs need to highlight the issues the project is addressing or has addressed. Photos are required to be submitted in their original file format (eg. JPEG, PNG or TIF), not embedded in a document.

### 8. Project finalisation

Council's commitment to the earliest possible delivery of projects within the financial year is appreciated. The final tax invoice and completion report are to be submitted as soon as practicable after completion. RMS cannot guarantee the carry-over of any **approved allocated funding not spent prior to 30 June 2020**. Roads and Maritime will only pay for actual and completed works at this date and is unable to pay for any incomplete project works not billed at 30 June 2019. On completion of the works the Roads and Maritime Program Manager will arrange for a site inspection of the works, prior to payment of the final invoice.

## ITEM 10 (continued)

## ATTACHMENT 1

### 9. Ongoing maintenance

Council will be responsible for the maintenance of all completed assets except for the following:

- Traffic signals.
- Any asset where Roads and Maritime has formally accepted ownership and maintenance liability in writing.

For Roads and Maritime to accept ownership/maintenance of an asset, the asset must be designed and constructed in accordance with all Roads and Maritime specifications / requirements.

### 10. Project spatial data requirements

Roads and Maritime and TfNSW (State Government) is moving the Walking and Cycling (Active Transport) Program to a spatial database. The spatial databases will be used by the State Government to report on the status of the program (and projects) and to capture the network being developed by this program. One of the key features which the State Government is focusing on is the location and type of infrastructure, the number of kilometres (if relevant), costs per infrastructure type and the project status.

Your council, as a recipient of funding in 2019-20, is required to provide spatial and project related data as input into this database. Project data will be spatially recorded as either line or point data. While all Walking Infrastructure projects will be contained to point data only, Cycling Projects will likely contain both line (the path of cycleway infrastructure) and point (signalised crossings, for example) data. Roads and Maritime will liaise with Council post acceptance of funding to obtain this project spatial data and provide further detail around this request

### 11. Work Health and Safety

Council will comply with WHS Laws (Work Health and Safety Act 2011, Work Health and Safety Regulation 2011).

Council acknowledges that under WHS Laws, it has a primary duty of care to ensure, so far as is reasonably practicable:

- the health and safety of workers, and
- the health and safety of others is not put at risk from the works.

Council acknowledges and agrees to consult, cooperate and coordinate with other relevant persons about matters relating to shared risks and the health, safety and welfare of the workers.<sup>1</sup>

Council will have a system in place to manage work health and safety risks that is sufficiently resourced and implemented.

If a notifiable incident occurs, the Council must notify:

- SafeWork NSW (formerly WorkCover) immediately, and
- Roads and Maritime within 24 hours

Council will exercise due diligence in the selection of workers to carry out works and impose the requirements set out above, to the extent possible.

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<sup>1</sup> For more information on duties and consultation please refer to the SafeWork NSW website at [www.safework.nsw.gov.au](http://www.safework.nsw.gov.au)



**ITEM 10 (continued)**

**ATTACHMENT 1**

**Attachment B – Key Milestones / Dates**

Milestone	Submission Date
Council accepts funding and provides initial forecast for 2019/20	16 August 2019
August 2019 monthly report	22 August 2019
September 2019 monthly report	23 September 2019
October 2019 monthly report	23 October 2019
November 2019 monthly report	22 November 2019
December 2019 monthly report	13 December 2019
January 2020 monthly report	22 January 2020
February 2020 monthly report	21 February 2020
March 2020 monthly report	23 March 2020
April 2020 monthly report	22 April 2020
May 2020 monthly report – if required	21 May 2020
June 2020 monthly report – if required	15 June 2020
Submission of completion reports and final invoices	30 June 2020

**ITEM 10 (continued)**

**ATTACHMENT 1**

**Attachment C – Council acceptance of Roads and Maritime funding**

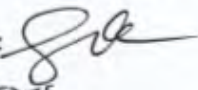
**2019-20 Financial Year**

City of Ryde Council hereby accepts RMS funding for the following project:

Program	WBS	Project Description	2019-20 Funding Offered	2019-20 Total Project Cost
Connecting Centres - Infrastructure	P.0043346	<b>Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP - Complete Design (Stage 1, 2 and 3) and Construction of Stage 1</b> Construction of SUP with a predominant width of 2.5m and total length of 4470m along the eastern and western sides of Pittwater Road from Epping Road to Victoria Road, North Ryde to Gladesville	\$ 1,155,209	\$2,310,418

Council confirms acceptance of Roads and Maritime funding on the terms and conditions outlined in the RMS funding letter and attachments which detail the Roads and Maritime funding program requirements for 2019-20.

- Council has committed its share of the cost of the project for all 50/50 funded projects where applicable.
- Council will complete all necessary planning, design, road safety audit, public consultation, WHS considerations and environmental assessment for each of the projects.
- Council will construct the project in accordance with the submitted project plan and endeavour to meet all specified completion dates noted in the Roads and Maritime letter and attached notes.
- Council will submit a monthly financial and milestone report.
- Roads and Maritime will only pay for actual and completed works and is unable to pay bills for any incomplete project works. No funds will be rolled over to the next financial year.

General Manager Signature: 

Print Name: GEORGE DEDES

Date: 14-8-19

Please retain a copy of this funding acceptance letter for Council records.

**ITEM 10 (continued)**

**ATTACHMENT 1**

**Attachment D – Initial financial forecast and Key Milestone Dates**

Please provide an initial financial forecast of the expected dollar value and key milestone dates in the tables below.

**Financial Forecast**

Please provide an initial financial forecast of the expected dollar value of works to be completed for the year against each project in the table below.

Program	WBS	Project Description	Funding Offered	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
Connecting Centres - Infrastructure	P.0043346	<b>Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP - Complete Design (Stage 1, 2 and 3) and Construction of Stage 1</b> Construction of SUP with a predominant width of 2.5m and total length of 4470m along the eastern and western sides of Pittwater Road from Epping Road to Victoria Road, North Ryde to Gladesville	\$ 1,155,209		2000 00	2000 0	2000 0	2000 0	2000 0	1500 00	1500 00	1500 00	2000 00	1126 04.5	1126 04.5

**ITEM 10 (continued)**

**ATTACHMENT 1**

**Milestone Dates**

Please provide key milestone dates for each of council projects as outlined below.

Program	WBS	Project Description	Planning/Development	Complete Detail Design	Commence Construction	Complete Construction and Open for Use/ Implementation
Connecting Centres - Infrastructure	P.0043346	<b>Pittwater Road, Epping Road to Victoria Road, North Ryde to Gladesville SUP - Complete Design (Stage 1, 2 and 3) and Construction of Stage 1</b> Construction of SUP with a predominant width of 2.5m and total length of 4470m along the eastern and western sides of Pittwater Road from Epping Road to Victoria Road, North Ryde to Gladesville	August 2019	Stage1(Epping Road, North Ryde to Bronhill Ave, East Ryde): November 2019  Stage 2 & 3: February 2020	Stage 1 (Epping Road, North Ryce to Bronhill Ave, East Ryde) only: 13 January 2020	Stage 1(Epping Road, North Ryde to Bronhill Ave, East Ryde) only: 30 June 2020

"I have the authority to complete the monthly financial report on behalf of Council":

City of Ryde Council  
 Name: *Michael Dixon*  
 Title: *Manager, Transport*  
 Contact Number: *9952 8116*  
 Signature: 