

CITY OF RYDE
GENERAL MANAGER'S REPORT NO. 19/05
Council Meeting – 22 November 2005

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PRECIS OF CORRESPONDENCE

THERE ARE NO ITEMS OF CORRESPONDENCE

NOTICES OF MOTION

- 1 Notice of Motion in the name of Councillor Melhem re request that Council in its review of its Code of Conduct, Council consider how to deal with vexatious complaints, complaints that constitute an abuse of process and complaints that result in a substantial waste of Council resources. That the Group Manager, Corporate Services report to Council the full cost of the investigation and determination of the complaints against Councillors Melhem and McCosker, including the cost of staff time and resources. Council publish on its website in full the findings of the Conduct Committee relating to the complaints made against Councillors Melhem and McCosker.**

- 2 Notice of Motion in the name of Councillor Yedelian re request that Council investigate and organise Free Information sessions for Community Groups in the following areas of a) How to access Council facilities, b) How to incorporate a non-profit Association, c) ABN and GST for non-profit Associations and d) Insurance for non-profit Associations.**
- 3 Notice of Motion in the name of Councillor Yedelian re request that the General Manager be requested to report on the implementation of smoking bans (if it is not implemented already) in public parks, children's playgrounds, our bushland and in public foreshore areas.**

GENERAL MANAGER'S REPORT NO.19/05

18 November 2005

The Mayor and Councillors

1 INVESTMENTS

(FOURTH TUESDAY IN EACH MONTH ONLY)

The Manager – Financial Services reports 18 November 2005 that the investments listed in 'ANNEXURE A' are held by the Council.

RECOMMENDATION:

That the investments listed in 'Annexure A' of the General Manager's Report No. 19/05 and the Certificate of the Manager – Financial Services dated 18 November 2005 be received and noted.

This is page no. 1 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

General Manager

Chairperson

ITEM 1 (continued)**ANNEXURE A****INVESTMENTS**

The Acting Manager, Financial Services reports 18 November 2005

Reporting Period: 1 October 2005 to 31 October 2005 (31 days)

(1) Current Investments

Issuer	Investment Name	Investment Rating	Invested at 31-Oct-05 \$000's	Period Return (%)	YTD Return on Current Investments (%)	% of Total Invested
HSBC Bank	FRN HSBC	A+	2,000	6.52	6.51	3.91
Select Access Investments (no 2) Ltd	Forum 'AAA' Tranche	AAA	1,500	7.19	7.15	2.93
Deutsche Bank	FRN Deutsche Bank	A+	992	6.63	6.67	1.94
Rothschild Aust	Rothschild Australia	A-	1,000	6.26	6.27	1.96
Perennial Investment Partners	Perennial Cash Enhanced Fund	AA	2,014	5.47	6.15	3.94
HY-FI Securities Limited	Hy-FI's Series 3	A+	1,000	7.20	7.20	1.96
Westpac	Westpac 12_2013	A+	1,000	6.29	6.29	1.96
Bank of Qld	Bank of Queensland	BBB+	1,000	6.22	6.23	1.96
CBA	CBA 02_2014	A+	1,000	6.20	6.22	1.96
Thunderbird Investments plc	Balmoral AA	AA	1,000	7.11	7.12	1.96
CBA	Shield Series 21	AA	500	0.01	0.01	0.98
ANZ	ANZ Subordinated	A+	2,002	6.12	6.15	3.92
Green Forest Securities Ltd	Kosciuszko AAA	AA	1,500	6.84	6.84	2.93
Merrill Lynch	Merrill Lynch & Co	A+	1,000	6.17	6.18	1.96
Merrill Lynch	Merrill Lynch Diversified Credit	A	1,008	5.65	6.79	1.97
ING	ING Enhanced Cash Fund	A	4,024	6.04	6.12	7.87
Select Access Investments (no 2) Ltd	TitaniumAA	AA	1,966	7.06	7.10	3.84
Select Access Investments (no 2) Ltd	Titanium AAA	AAA	2,000	6.57	6.61	3.91
Adelaide Bank	Adelaide Bank AAA Saver	AAA	3,524	5.90	5.92	6.89
Obelisk Trust 2005-3	Obelisk Trust - Mica	AA	1,000	7.17	7.17	1.96
Merrill Lynch	Merrill Lynch Diversified Credit 2	A	4,023	5.59	5.29	7.87
BT Financial Group	BT Enhanced Cash Fund	AAA	2,012	5.73	5.40	3.93
Deutsche Bank	Deutsche Income Fund	AA	3,019	6.46	5.26	5.90
Perpetual Investment	Perpetual Credit Income 1	AA	4,027	6.16	5.11	7.88
Perpetual Investment	Perpetual Credit Income 2	AA	3,017	6.15	4.16	5.90
Macquarie Bank	Macquarie Income Plus Fund	A	4,006	5.01	5.01	7.83
TOTALS/WEIGHTED AVERAGES			51,134	6.07	5.87	100

(2) Return including Matured/Traded Investments

Weighted Average Overall Return Year To Date (%)

5.99

Benchmark Return: UBSWA Bank Bill Index(%)

5.76

Variance From Benchmark (%)

0.23

(3) Investment Income

	\$000's
This Period	258
Financial Year To Date	1,046
Revised Budget Profile	920
Variance from Budget - \$	126
Variance from Budget - %	14%

(4) Sources and Purposes for Investments

as at 31 Oct 2005	\$000's
Externally Restricted - Section 94	13,793
Externally Restricted - Other	5,179
Unexpended Grants and Contributions	1,293
Internally Restricted - Liability Reserves	7,317
Internally Restricted - Revenue Reserves	18,289
General Fund	5,263
Total	51,134

(5) Certificate of the Acting Manager Financial Services

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

This is page no. 2 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 1 (continued)

ANNEXURE A (continued)

(6) Council's Property Investment Portfolio

At 30 September 2005, the following properties were held as part of Council's Property Investment portfolio:

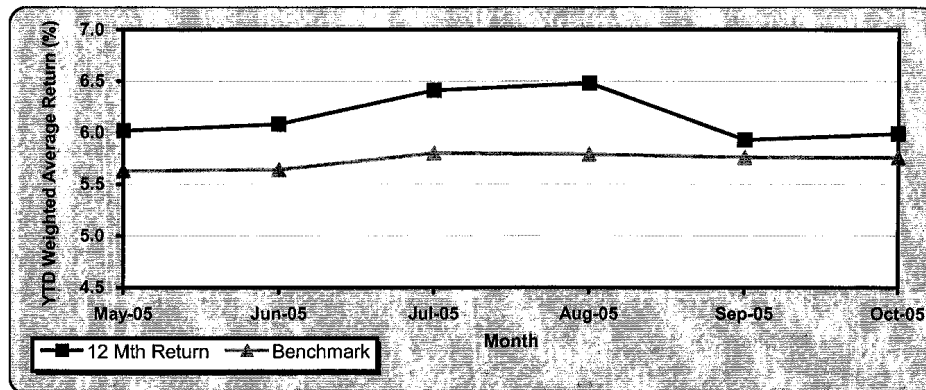
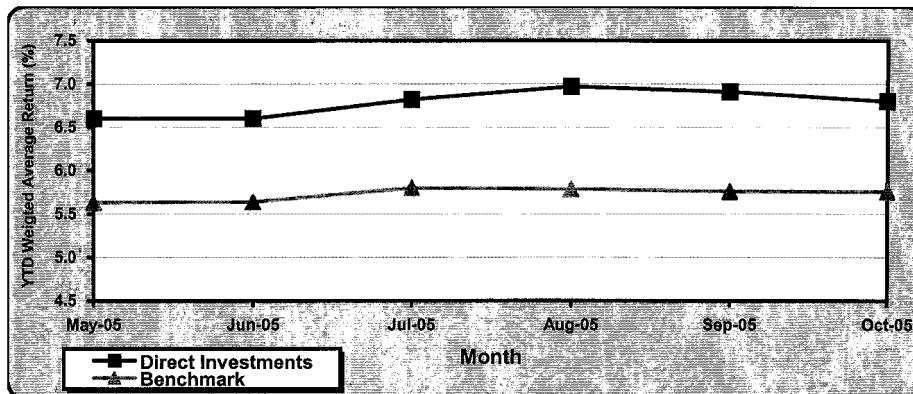
- *2 Dickson Avenue, West Ryde
- *1A Station St, West Ryde
- *8 Chatham Road, West Ryde
- 202 Rowe St, Eastwood (commercial)
- 226 Victoria Rd, Gladesville (commercial)

* Subject to the successful outcome of Council's tender for the West Ryde Redevelopment of the Car Park and other properties.

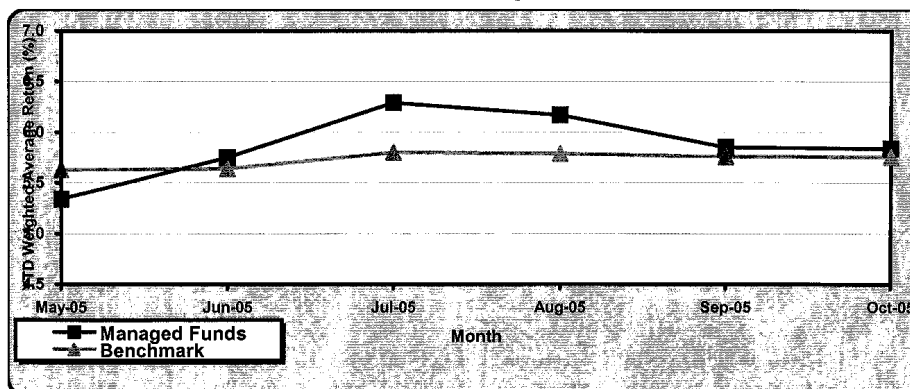
This is page no. 3 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 1 (continued)

ANNEXURE A (continued)

Investment Performance - All Investments**Investment Performance - Direct Investments**

* FRN's not revalued to market on a monthly basis

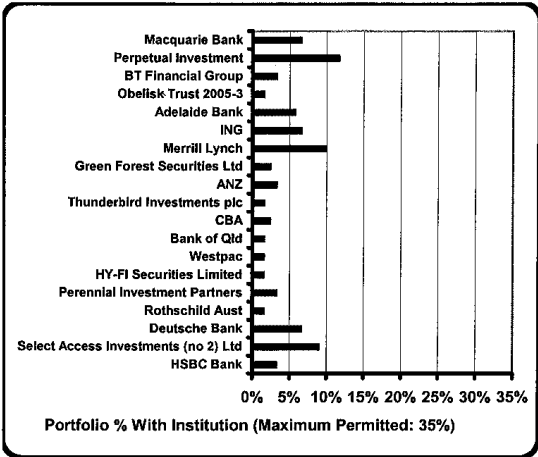
Investment Performance - Managed Funds

This is page no. 4 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

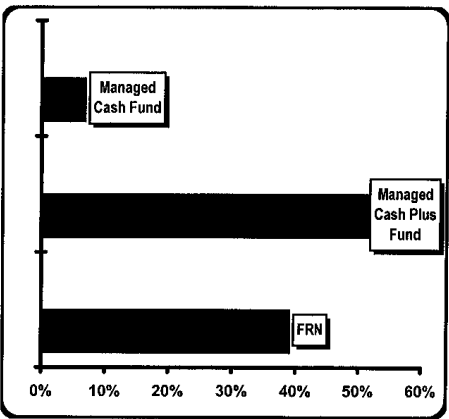
ITEM 1 (continued)

ANNEXURE A (continued)

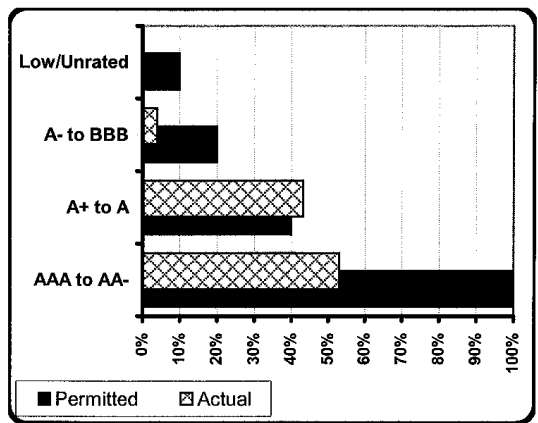
Active Investment Summary By Institution



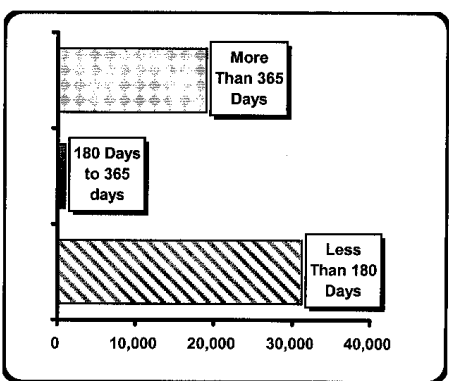
Summary By Investment Type



Active Investment Summary By Credit Rating



Summary By Duration



2 COURT ACTIONS – Progress Report

Address	Description	Current Status	Costs
1A & 1B Kent Road, North Ryde	Unauthorised conversion and use of duplex into 4 flats.	<p>Judgement Debt against Larry Chin finalised. Appeal on conviction dismissed. Bankruptcy action continuing. Application for leave to appeal to the High Court lodged by Mr Chin in June 2004.</p> <p>Appeal to High Court dismissed. Was served with a petition for his bankruptcy which was considered by the Registrar on 19 October 2005.</p> <p>Matter was considered and adjourned to 7 November 2005. Registrar informed Mr Chin, who represented himself, that the application would be determined on 7 November 2005.</p> <p>Matter considered by Federal Court on 7 November 2005.</p> <p>Matter adjourned to 6 December as Mr Chin has lodged an application for an extension of time and appeal against the Court's previous decision that dismissed his application to have bankruptcy notice set aside. This matter is due to be heard by the Court on 23 November 2005.</p>	\$26,136.75 \$7,500 fine (All recoverable)
61 Anzac Avenue, West Ryde	Prosecution action against owner of a property in relation to an alleged unauthorised home industry	<p>Injunction in place - business cannot operate from site. Costs Order issued - owner to pay. Costs yet to be recovered.</p> <p>Council's solicitors to review options for cost recovery (to be updated at Council meeting).</p>	Not yet determined.

This is page no. 6 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 2 (continued)

Address	Description	Current Status	Costs
6 Stratford Avenue, Denistone	Villas.	Appeal upheld. Application approved. Council's legal team advises no grounds for appeal. Section 56A appeal withdrawn.	Not yet determined.
Ryde Hospital 1-13 Denistone Road, Eastwood	Ambulance Station.	Class 4 proceedings to determine permissibility of use on hospital land. Judgement delivered 14 September 2005. Ambulance station not prohibited. Council agreed to Orders that the proceedings are otherwise dismissed and each party is responsible for their own costs.	Not yet determined.
100 Blaxland Road, Ryde	Adult bookshop.	Appeal upheld. Application approved.	Not yet determined.
25 Shepherd Street, Ryde	Carport.	Appeal dismissed. Application refused.	Not yet determined.
127 Tennyson Road, Tennyson Point	Alterations and additions to dwelling.	Call-over 27 January 2006. Gabrielle Morrish is the Court Appointed Expert appointed to review case. Further call-over (hearing date not yet determined).	Not yet determined.
44 Trelawney Street, Eastwood	New dwelling & pool.	Call-over 18 November 2005.	Not yet determined.

RECOMMENDATION:

That the progress report on court actions be received and noted.

This is page no. 7 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

3 COUNCILLOR WORKSHOPS

In accordance with Council's resolution of 26 June 2001, I wish to report on the Councillor Workshops held in the last month.

Date: 8 November 2005, 5.30pm
Subject: Ryde Civic Precinct
Present: The Mayor, Councillor I J Petch (Chairperson) and Councillors M P Butterworth, N B Campbell, T P McCosker, C M Netterfield, G O'Donnell, T W Perram, T D A Ryan, V J Tagg, E M Wilde OAM and S Yedelian.

Apology: Councillor M Melhem

Staff Present: General Manager, Group Manager – Community Life, Group Manager - Public Works, Group Manager – Environment & Planning, Group Manager – Corporate Services, Acting Manager Strategic Planning, Senior Strategic Planner and Media Officer.

RECOMMENDATION:

That the information be received and noted.

4 MONTHLY FINANCIAL REPORT – October 2005

File No. S10490

Report Summary

This monthly Financial Report provides an update on Council's financial performance to 31 October 2005. The report includes a summary of items that have been identified as having an impact on Council's projected financial position and an explanation for the potential budget variation.

Report

The following annexures are circulated under separate cover:

ANNEXURE 1 Financial Management Summary – graphical representation of financial performance to 31 October 2005.

ANNEXURE 2 Capital Status Report – provides comments regarding the status of the 2005/06 Capital Works Program.

Budget Summary as at 31 October 2005

The October monthly financial report projects no change to Council's Working Capital balance of \$1.837M (COW 18/05 – 15 November 2005). The following is a summary of the known and potential variations to Council's September revised budget by income and expenditure.

Operating Income

- RALC Learn to swim income is \$138K over budget due to significantly higher enrolments compared to the same period last year. This budget will be reviewed following the next enrolment period.

Capital Income

- Access capital income will need to be reduced by \$400K. Contributions from the Roads and Traffic Authority (RTA) and Transport Infrastructure Development Corporation (TIDC) will not be received as the co-funded project at the Delhi Road and River Road intersection is being managed by TIDC (refer item below).

Capital Expenditure

- The traffic facilities budget for the Delhi Road – River Road Intersection will be reduced from \$600K to \$200K. This project is a three way funded project with the Roads and Traffic Authority (RTA) and the Transport Infrastructure Development Corporation (TIDC). The project is being managed by TIDC, therefore Council's share is only \$200K (COW 16/05 – 20 September 2005).

This is page no. 9 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 4 (continued)

- Well Street Catchment stormwater works have exceeded the 2005/06 budget by \$112K. This project was constructed over two (2) financial years and is approximately 10% over the projects total budget of \$1.33M. A significant amount of this increase is related to the delays associated with major utility adjustments (gas and water) and other precautionary costs incurred whilst working around the Shell oil line. Other additional costs incurred were the restoration of the Shepherds Bay Reserve where concrete pavements were considered more structurally sound than the original asphalt pavements. This project is funded from Section 94 Reserves.

Other Items

In addition to the items listed above there are other budget variations as at 31 October 2005 that are a result of incorrect profiles or expenditure/income being received earlier or later than expected. While these items do not affect Council's Working Capital balance they contribute to the year to date variations. Major items are listed below for information purposes.

Operating Income

- Library Services income is \$119K over budget. The second instalment of the Ryde Hunters Hill library contribution (\$122K) has been received earlier than profiled.
- Parking control income is currently \$84K above budget. This budget was increased by \$334K as part of the September quarter review.
- Interest on investments is currently \$103K above budget. This budget was increased by \$70K as part of the September quarter review.
- Commercial Waste removal income is currently \$143K over budget. Second quarter invoices were sent in October, one month ahead of profile.

Capital Income

- Section 94 income is currently \$418K under budget.
 - Open Space ↓ \$323K
 - Stormwater ↓ \$89K

These budgets were increased during the September quarter review based on anticipated development within the Meadowbank Employment Area and Macquarie Park.

Operating Expenditure

- Community Grants and awards are \$52K under budget. This is a profiling variation with all monetary grants processed in October. An internal transfer is required for the use of Council's hall and meeting room facilities (PF&SC 14/05 – 16 August 2005).
- Information Technology and Telecommunications is \$161K below budget. This consists of Finance Leases (↓ \$47K) and Licence Fees (↓ \$115K).

This is page no. 10 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 4 (continued)

- Waste Facilities and Services (Domestic) expenditure is \$803K under budget. Invoices are currently up to one month in arrears. This budget will be reviewed in line with the new waste contract with any savings to be retained in the DWM Reserve.

Capital Expenditure

- West Ryde Library fit out is currently \$732K under budget. Works are on target for the opening in December.
- Information Technology and Telecommunications is currently \$249K under budget.
 - Communications Links to Libraries ↓ \$50K
 - Operations Centre – Fibre Optics ↓ \$65K
 - Autodesk Design Software ↓ \$70K

The Information Management and Technology (IM&T) steering committee is preparing a timetable for the implementation of all corporate projects.

- Property Services capital expenditure is currently \$523K under budget.
 - Office Modification and relocations ↓ \$242K – Civic Centre works are due for completion in November and Argyle Centre works are scheduled for completion in December. The Operations Centre Training Room is programmed to be completed by June 2006.
 - Brush Farm House Restoration ↓ \$152K – Tender documentation for Stage 1 works is currently being prepared. It is anticipated that tenders will be called in December (General Manager's Report 18/05 – 8 November 2005).
- Access capital expenditure is currently \$989K under budget. There are profiling variations within the following programs:
 - Footpath Construction ↓ \$177K
 - Pavement Rehabilitation ↓ \$90K
 - Resealing/Resheeting ↓ \$116K
 - Traffic Facilities ↓ \$168K
 - SES Depot ↓ \$309K

All projects have been programmed to be completed this financial year.

- Herbert Street Stormwater (including re-establishment costs) is \$111K under budget with works nearing completion.
- Plant and Fleet capital purchases are currently \$137K under budget with invoices currently outstanding.

This is page no. 11 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 4 (continued)**Management Plan Linkages**

The potential variations to original budget listed above are for information purposes only. Budget revisions will be considered by Council as part of the Management Plan Implementation report for the second quarter ending 31 December 2005.

Relationship to Key Outcome AreasAssets

This matter has no direct relationship to this key outcome area.

Environment

This matter has no direct relationship to this key outcome area.

Governance

This report meets the following **key outcomes** for Governance (set out on page 47-48 of the Management Plan 2005-2008):

- To maintain a sound financial position for the City of Ryde and continue to review Council's short and long term financial plans.
- To continue to improve the transparency of Council's financial performance and operations.

People

This matter has no direct relationship to this key outcome area.

Consultation – Internal and External

Council business units were consulted for this report.

External public consultation was not required.

Policy Implications

There are no policy implications through adoption of the recommendation.

Critical Dates

Not applicable

Financial Impact

The variations to budget listed in this report will have no impact on Council's projected Working Capital. This report is for information purposes only and budgets will be considered for formal adoption by Council as part of the Management Plan Implementation report for the second quarter ending 30 December 2005.

ITEM 4 (continued)

Other Options

Not applicable.

RECOMMENDATION:

That the report on Council's financial performance to 31 October 2005 be received and noted.

This is page no. 13 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

5 HERITAGE ADVISORY COMMITTEE - Minutes and Election of Chair

File No. S8296-02

Report Summary

This report advises Council of the outcomes of the Heritage Advisory Committee meeting 05/05 held on 19 October 2005. The report also seeks to formalise appointment of the position of Chairperson in accordance with the Committee's Responsibilities and Procedures.

Background

The Heritage Advisory Committee meets bimonthly to discuss issues relating to the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic and historic significance.

Report

The Minutes of the Heritage Advisory Committee meeting 05/05 are **CIRCULATED UNDER SEPARATE COVER.**

The Responsibilities and Procedures for the Heritage Advisory Committee are **ATTACHED.** Included in the Procedures is a requirement that one of the 3 Councillors on the Committee be appointed as the Chairperson for the year. When Council appointed membership to Committees at its meeting of 13 September 2005 (Councillors Campbell, Ryan and Tagg and The Mayor, Councillor Petch as the ex officio), it did not appoint a Chairperson for the Heritage Advisory Committee and Councillor Campbell acted as Chairperson for that meeting. Council should now consider appointment of a Chairperson in accordance with the Responsibilities and Procedures of the Committee.

Management Plan Linkages

Many of the issues addressed by the Committee are identified in the Management Plan 2005-2006 under Assets and Environment. The functions and role of the Committee also address a number of key outcomes listed in the Plan.

Relationship to Key Outcome Areas

Assets

The issues addressed by the Committee meet the following **key outcomes** for Assets (set out in Page 27 of the Management Plan 2005-2006):

- Well-planned, safe and maintained public places throughout the City.
- New buildings that are functional, attractive and designed to minimise their impact on the environment

This is page no. 14 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 5 (continued)

The specific item discussed by the Committee that relate to this area include the restoration works relating to Brush Farm House.

Environment

The issues addressed by the Committee meet the following **key outcomes** for Environment (set out on pages 35-36 of the Management Plan 2005-2008):

- Preserved natural areas which are enhanced and maintained
- Strong links to the past through the protection and conservation of our heritage

The specific items discussed by the Committee that relate to this area include Brush Farm Park Plan of Management, War Memorial Project, Outlook Estate Consultation Process on creating appropriate controls to guide future development, preservation of The Hermitage, celebrating the anniversary of Gregory Blaxland and Harold Meggitt - acknowledging his activities within the City.

Governance

The issues addressed by the Committee meet the following **key outcomes** for Governance (set out on page 47-48 of the Management Plan 2005-2008):

- Improved communication with the community and increased awareness and understanding of council's decisions by the community.
- Incorporation of best practice approaches in the delivery of services to the community and within the organisation.

The Committee provides advise on projects and tasks that are being developed and are kept updated on project and works being undertaken by Council.

People

The Committee meets the following **key outcome** for People (set out on pages 54-55 of the Management Plan 2005-2008):

- The dignity, aspirations and rights of residents are responded to.

Consultation – Internal and External

The Committee has representation from a range of organisations - including historical societies, progress and community associations and specific interest groups.

The issues address by the Committee requires representation and input from a number of Units of Council - in particular Property Services, Parks and Assessment.

ITEM 5 (continued)

Policy Implications

There are no policy implications through adoption of the recommendation.

Critical Dates

The next meeting of the Heritage Advisory Committee (06/05) is on 14 December 2005.

Financial Impact

No financial impacts are associated with the recommendations of this report.

Other Options

Not applicable.

RECOMMENDATION:

- (a) That the Minutes of the City of Ryde Heritage Advisory Committee Meeting 05/05 held on 19 October 2005 be received and noted.
- (b) That in accordance with the Responsibilities and Procedures for the Heritage Advisory Committee, a Chairperson be appointed for the year to September 2006.

ITEM 5 (continued)

Attachment 2

Heritage Advisory Committee

Responsibilities and Procedures

20 October 2004

Background

The Heritage Advisory Committee was established by Council at its meeting the 26 October 1999.

Aim

To provide advice to Council about the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic and historic significance.

Function

To promote the preservation of heritage and to provide a broad based advice on heritage matters that are representative of the community of Ryde.

Terms of Reference

The Committee is to function in accordance with the following:

- To promote heritage conservation and awareness in the City of Ryde
- To educate and inform the community about the importance of heritage conservation
- To promote the protection and conservation of Heritage Items, properties located in a Heritage Conservation Area and buildings, structures, places and sites and elements that are of heritage significance
- To provide advice about relevant heritage conservation practices
- To provide a forum for discussion of local heritage issues
- To promote heritage issues that are important to the community
- To undertake projects that actively promotes and protects the heritage of the City of Ryde
- To provide advice about potential heritage items.

Membership

The Membership of the Committee will consist of representative's from the following organisations:

This is page no. 17 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 5 (continued)**Attachment 2**

- City of Ryde – The Mayor and 2 Councillors
- Putney and District Progress Associations
- Meadowbank West Ryde Progress Association
- Eastwood Community Association
- Brush Farm Historical Society
- Ryde District Historical Society
- Friends of The Hermitage
- Ryde Hunters Hill Flora and Fauna Preservation Society
- The Denistone Heritage and Environment Preservation Group
- Two Community Representatives (Heritage background / expertise)
- The National Trust

The community representative shall be selected via a public notice seeking expressions of interest. The applicants for the positions shall be reported to Council for consideration and determination of the members.

The membership of the Committee shall be reviewed following the election of a new Council.

The staff representing the City of Ryde are

- Group Manager of Environmental Planning (or representative)
- Heritage Officer
- Local Studies Librarian

Note - Any Councillor will be welcome to attend the Committee as an observer.

One person will represent each organisation, however an alternate person may be identified to attend the Committee in the absence of the nominated member.

Chairperson

The Chairperson of the Committee will be a Councillor and will be appointed by Council every year.

In the absence of the Chairperson, the person nominated to be Acting Chairperson for the meeting will be identified:

- by the Chairperson prior to the meeting, or
- by those present at that meeting.

ITEM 5 (continued)

Attachment 2

Meeting Procedures

- Meetings will be held once every 2 months on the 3rd Wednesday of the month. The meeting time is 6pm - 8pm.
- Council is responsible for calling and administrating the meetings.
- Members of the committee may approach the Chair to call a meeting
- Meetings are not open to the public, but at the discretion of the Chair, people may attend the meeting in an observer capacity.
- The minutes and agenda of all meetings are public documents
- At the discretion of the Chair other people may be invited to speak to the HAC on issues being considered by the HAC.
- In the event that the members of the HAC cannot agree upon a matter the Chair may call for a vote. In the event of a vote, the details of the voting will be recorded in the minutes. If necessary the Chair has the casting vote.

Reporting

The Minutes of the Heritage Advisory Committee are to be circulated to Committee members.

The Minutes are to be table at the Committee of the Whole meeting of Council.

The Recommendations of the Committee or matters to be referred are to be recommendations to the Group Manager Environmental Planning for reporting to Council or the appropriate Council Committee.

Media Protocol

Members of the Heritage Advisory Committee are not to speak to the media in their capacity as a Committee member.

The Chairperson or delegate of the Chairperson is the only Committee member permitted to speak to the media on behalf of the Heritage Advisory Committee.

General Business

The Chairperson may bring an item such as an issue relating to a development proposal or application to the Committee for discussion, comment and consideration.

Members may raise specific matters that they believe is within the Terms of Reference with the Committee for discussion, comment and consideration.

6 2005/2006 CHRISTMAS/NEW YEAR ARRANGEMENTS – Business Operations

Report Summary

To advise Council of the proposed business operations during the 2005/2006 Christmas/New Year period.

Background

In recent years, normal City of Ryde business operations, except Ryde Aquatic Leisure Centre (RALC) have ceased over the Christmas/New Year period. A skeleton staff has remained on-duty or on-call to continue essential functions and respond to urgent customer requests. This report seeks Council's endorsement for the proposed arrangements for Council's operations, closing at 1pm on Friday 23 December 2005 until Tuesday 3 January 2006.

Report

Over the forthcoming Christmas/New Year period it is proposed that business operations cease at close of business on Friday 23 December 2005 and recommence on Tuesday 3 January 2006. The RALC operations are proposed to be closed midday on Saturday 24 December and on Christmas Day. The centre will be open on all other days through to Tuesday 2 January 2006.

The staff Christmas Party will be held from 1pm on Friday 23 December. Staff not attending the Christmas Party will remain on duty until the close of business.

Arrangements are being made for the Christmas Party to be held off-site and Councillors will be advised of the details once confirmed.

During the shutdown period, the following service functions will remain operational with on-duty staff.

- Cleansing Operations
 - Shopping Centres – streets, footpaths and bin collections
 - Parks – bin collections
 - Public Toilets
- Minor Public Works Maintenance/Response
- General Parks Maintenance and mowing of Regional Parks – 28/30 December
- Rangers – normal patrols

This is page no. 20 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 6 (continued)

A roster of on-call staff has been prepared for all other service units and these staff will be available to respond to urgent matters if required. All details of on-call staff has been provided to Councillors **CIRCULATED UNDER SEPARATE COVER**.

The normal after-hours call centre arrangements will apply during this period, whereby, any customers calling Council's main phone number will speak to an operator who will then allocate the enquiry to the relevant officer for action.

The proposed changes to normal business operations for the Christmas/New Year period are proposed to be advertised in the Mayor's Column, on Council's website and by way of notice at the front of the Civic Centre, Council's branch libraries, and the Ryde Aquatic Leisure Centre.

Management Plan Linkages

The Christmas/New Year shutdown is factored into the 2005/2006 Operational Budget for all service groups.

Relationship to Key Outcome AreasAssets

This matter has no direct relationship to this key outcome area.

Environment

This matter has no direct relationship to this key outcome area.

Governance

This matter has no direct relationship to this key outcome area.

People

This matter relates to this key outcome area by ensuring that essential customer services are maintained over this period and procedures are in place to ensure that staff across all service units are contactable if a specific emergency situation arises.

Consultation – Internal and External

Council business units consulted included: All service units

External public consultation included: Nil

Policy Implications

There are no policy implications through adoption of the recommendation.

Critical Dates

Not applicable

This is page no. 21 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 6 (continued)

Financial Impact

Adoption of the recommendation outlined in this report will have no financial impact as the funding of staff resources over the Christmas/New Year Shutdown is already factored into existing operational budgets.

Other Options

Levels of service could be increased or decreased during this period. The arrangements proposed, however, will ensure the community is properly serviced through this period.

RECOMMENDATION:

- (a) That the changes to normal City of Ryde business operations over the 2005/06 Christmas/New Year period, as outlined in the report be endorsed.
- (b) That the changes to normal business operations referred to in (a) above, be advertised in the Mayor's Column, on Council's website and by way of notice at the front of the Civic Centre and Council's branch libraries.

7 WEST RYDE LIBRARY – Update Report November 2005

File No. S8369 - 03

Report Summary

This report is presented to Council as a further update on the status of the new West Ryde Library at 2 Graf Avenue, West Ryde. This update also includes details on the proposed new customer services to be introduced and provided from West Ryde Library in March 2006.

Background

In consideration for the closure of part of Graf Avenue and in accordance with the Deed of Agreement entered into between Council and Fabcot Pty. Ltd. (Woolworths), Council was provided with a 1,350m² building shell for a new library within the development at the corner of Market Street and Graf Avenue, West Ryde.

Council at its meeting of 12 July 2005, vide Minute No. 104, awarded Quadric Interiors (NSW) Pty Ltd the tender to complete the fit out of the library. The work to be undertaken by Quadric Interiors to fit out the library space includes installation of air conditioning, a fire sprinkler system, lighting, power and data services, built-in joinery and wall, floor and ceiling finishes. Once Quadric Interiors have completed their work, computer equipment, loose furniture, book shelving and a radio frequency identification (RFID) system to register and track book loans will be installed to complete the fit out. Council at its meeting of 23 August 2005 endorsed the appointment of 3M for the supply of the RFID system to the new West Ryde Library.

Once the library has been fitted out, the library staff will catalogue and shelve book stock for the new library and trial equipment in preparation for the Library's official opening on Friday evening, 9 December 2005.

Council received an update report at its meeting on 27 September 2005 and Councillors had an inspection of the West Ryde Library on Tuesday 11 October 2005.

This report provides an update on the progress of works and also describes additional customer services to be provided at the Library from March 2006.

This is page no. 23 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)**Report*****Progress*****Handover from Woolworth's Contractor**

Since Council received handover of the Library from Woolworths' main contractor, Mainbrace Pty Ltd on 2 August 2005, the majority of issues related to the defects list have been finalised. The remaining issues are being worked through with Woolworths in having all matters resolved.

Following Woolworths' opening of their shopping complex there have been water penetration issues experienced in the library space as a result of their operations. All issues have been documented and have been addressed by Woolworths with any costs incurred by Council to be reimbursed from Woolworths.

Interior Fit Out Works

As advised in the previous report, delays have occurred with the works schedule. However, these are being managed and the project is still on target for opening on Friday 9 December 2005.

Works are now at an advanced stage with the following areas completed:

- all ceiling works
- all building services (air conditioning, lighting, sprinklers, data communications)
- all finishing works (ceilings, walls, carpet, timber floor and painting)
- joinery items (counters, benches)
- book shelving installed

Works to be completed include:

- workstations/loose furniture
- signage
- testing and commissioning of building services
- testing and commissioning of telecommunications and wireless link

Launch and Promotion of New Library

Planning for the opening of the new West Ryde Library is in process with an invitation to be made to both the West Ryde Chamber of Commerce and Woolworths.

This is page no. 24 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)

It is planned that the Library will have a soft opening once all systems have been tested and are operational. The official opening of the Library will be at 6.30 pm on Friday 9 December 2005. Staff at the new West Ryde Library will be trailing uniforms for all permanent library staff.

Councillors will be provided with invitations for the opening which are now being organised together with the activities that are being organised for a general open day to the public on Saturday 10 December 2005 to invite the community to view the Library.

It is proposed to assist with the open day on Saturday 10 December 2005, to have a part closure of Graf Avenue between Market Street and Anthony Road. This matter is being organised and approval sought from the Traffic Committee.

Customer Services – Additional services to be provided

In addition to the provision of the range of services provided for the City of Ryde Library Service, a trial of additional customer services, being an extension of council's Customer Service Centre, is proposed to be commenced from March 2006. The trial will be for four (4) months to 30 June 2006.

The services to be offered will cover many of the functions offered at the Civic Centre but not all. The services proposed are:

1. **Payments** – by credit card, EFTPOS, cheque and money order only. Due to security and operational issues no cash payments will be taken. No payment will be taken in respect of Development Applications.
2. General services and enquiries will be provided with the exception of Development and Planning enquiries or Development Applications.

The services to be provided are;

2.1 Rates

- General Enquiries e.g. outstanding balance, instalment details, 603 update, calculation of rates etc
- Change of address request
- Pension rebates
- Replacement notices request
- Property information – Lot & DP/SP

This is page no. 25 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)**2.2 Waste**

- General Enquiries e.g. service schedules, accepted materials, disposal of waste, compost & worm farm info etc
- Requests for new bins
- Reports of missed service, damaged bins or lost/stolen bins
- Bookings for mulching service

2.3 Trees

- General Enquiries e.g. tree preservation policy, progress of application
- Lodgment of tree applications and notice of intent forms
- Requests for maintenance of trees on nature strip/park etc

2.4 Vacation Care

- General Enquiries e.g. locations, excursions, opening hours etc
- Accept booking and enrolment forms

2.5 Road Opening Permits

- Issue permits

2.6 Alignment Levels & Gutter Crossings

- General Enquiries – information, process, calculating fees etc
- Lodgment of application form

2.7 Animals

- General Enquiries e.g. keeping of animals, possums etc
- Dog registration
- Reports of lost/found, stray and nuisance dogs

2.8 Regulatory Services

- Reports of abandoned vehicles, illegally parked, footpath obstructions, pollution, noxious plants, mosquitoes etc
- Applications for skips and parking permits
- Complaints about food shops, hairdressers etc

2.9 Statutory Certificates

- Status and assistance enquiries
- Produce certificates – 149, 603, 735A & 149A

2.10 Community Services

- Requests for home modification or maintenance work
- Childcare and aged services

This is page no. 26 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)**2.11 General Information**

- Community events
- Council & committee meetings
- Councillor details and Saturday morning interviews
- Citizenship
- Dividing Fences
- Neighbour disputes

2.12 Requests for Service or Complaints about Council Infrastructure

- Details to be entered into CRMS
- Examples – potholes, damaged footpath, street sweeping, mowing, parks facilities maintenance etc

Hours of Operation

To understand the demand for this service and the level of resourcing required the following hours are suggested for the trial period from 1 March 2006 to 30 June 2006:

Tuesday	5.00 pm – 7.00 pm
Wednesday	11.00 am – 1.00 pm
Thursday	11.00 am – 1.00 pm
Friday	11.00 am – 1.00 pm
Saturday	10.00 am – 1.00 pm

Depending on the outcome of the trial and how this service is resourced for the future will require further consideration. Discussions with staff have occurred and will continue through this period.

Also, to assist in the review process, statistical information and feedback from customers will be maintained and undertaken.

Promotion of Services

The promotion of the services to be offered will occur in early 2006 through normal advertising and also promoted through the third rate instalment issue.

Management Plan Linkages

This project is listed on page 30 of the Management Plan 2005-2008, "West Ryde Library – completion and commissioning".

This is page no. 27 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)

The project forms part of the 2005 / 2006 capital works program for Library Services listed on page 87.

Relationship to Key Outcome AreasAssets

This project meets the following **key outcomes** for Assets (set out on page 27 of the Management Plan 2005 - 2008):

- Well planned, safe and maintained public places and spaces throughout the City.
- New buildings that are functional, attractive and designed to minimise their impact on the environment.
- The construction of the new West Ryde Library will provide the City of Ryde community with an enhanced library facility together with providing a range of other customer services.

Environment

This project meets the following **key outcomes** for Environment (set out on pages 35-36 of the Management Plan 2005-2008):

- Well designed places and spaces that minimise personal harm and where people interact with each other, so that crime is reduced.
- The new Library facility will attract all sectors from our community in utilising the various services provided by this facility.

Governance

This project meets the following **key outcomes** for Governance (set out on page 47-48 of the Management Plan 2005-2008):

- A safe harmonious working environment with skilled and motivated staff who embrace the organisation's vision and values.
- Compliance with all legislative requirements and statutory obligations.

People

This project meets the following **key outcomes** for People (set out on pages 54-55 of the Management Plan 2005-2008):

- Community capacity is encouraged and developed through cultural and social activities.

This is page no. 28 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)

- Educational and cultural opportunities that promote life long learning and access to information are provided.
- Services are delivered and facilities provided for social, cultural, recreational and environmental needs.
- The new West Ryde Library will continue to undertake various activities that provide options for all sectors of the City of Ryde's diverse community.

Consultation – Internal and External

Council business units consulted included;

- Community Life Group
- Library Services Unit.

No external public consultation has been undertaken, in respect of this matter.

Policy Implications

There are no policy implications through adoption of the recommendation.

Critical Dates

The current implementation program is as follows:

KEY ACTION	TARGET DATES	CURRENT STATUS
Handover of Library shell from Woolworths	2 August 2005	Delayed from original proposed handover date of 1 July 2005.
Commencement of site works by Quadric Interiors to fit out library	8 August 2005	Orders for materials and equipment placed prior.
Current West Ryde Library proposed closure	24 September 2005	
Completion of Fit Out works by Quadric Interiors	mid November	Works will be completed by 30 November 2005
Public Opening	Saturday 10 December	Arrangements currently being finalised together with arranging partial road closure of Graf Avenue.

This is page no. 29 of the General Manager's Report No.19/05, dated 18 November 2005, submitted to Council on 22 November 2005.

ITEM 7 (continued)

Financial Impact

The 2005/2008 Management Plan provides for a Capital Allocation of \$2,721,000 for the completion of this project and the project is currently on budget.

Other Options

Not applicable.

RECOMMENDATION:

That the report of the Group Manager Corporate Services dated 17 November 2005 providing an update on the status of the new West Ryde Library at 2 Graf Avenue, West Ryde, be received and noted.

Michael Whittaker
General Manager

**PRECIS OF CORRESPONDENCE FOR CONSIDERATION AT COUNCIL
MEETING TO BE HELD 22 NOVEMBER 2005**

THERE ARE NO ITEMS OF CORRESPONDENCE

Notices of Motion

(1) Councillor Melhem will move:-

“That Council:

- 1) In its review of its Code of Conduct, Council consider how to deal with vexatious complaints, complaints that constitute an abuse of process and complaints that result in a substantial waste of Council resources.
- 2) The Group Manager, Corporate Services report to Council the full cost of the investigation and determination of the complaints against Councillors Melhem and McCosker, including the cost of staff time and resources.
- 3) Council publish on its website in full the findings of the Conduct Committee relating to the complaints made against Councillors Melhem and McCosker.”

(2) Councillor Yedelian will move:-

“That Council investigate and organise Free Information sessions for Community Groups in the following areas;

- a) How to access Council facilities.
- b) How to incorporate a non-profit Association.
- c) ABN and GST for non-profit Associations.
- d) Insurance for non-profit Associations”.

(3) Councillor Yedelian will move:-

“That the General Manager be requested to:

- 1 report on the implementation of smoking bans (if it is not implemented already) in public parks, children’s playgrounds, our bushland and in public foreshore areas.”

(given that the Sydney is expecting intense bushfire season it will be wise to discourage the advent of bushfires, as we all know smoking is a major health hazard, this would show leadership towards further protecting our resident’s and children’s health, smoking bans in public foreshore areas will also minimise pollution into our waterways).

MAYORAL MINUTE

Civic Centre
Ryde 2112

18 November 2005

To the Council

Ladies and Gentlemen,

Summary of Proceedings at National General Assembly of Local Government.

The Mayor, Councillor I Petch, and Council's Group Manager – Public Works (Kim Woodbury) attended the National General Assembly of Local Government on 9-10 November 2005 in Canberra. Following is a summary of the sessions attended:

“Fair Share” Campaign by Cllr Paul Bell, AM (ALGA President)

Councillor Bell outlined the theme of the 2005 Assembly being:

- **“Fair Share”** – that Local Government should get a fair share of State and Federal taxes / funding, given its legislative responsibilities.
- **“Fair Go”** – that State and Federal Governments stop the practice of cost-shifting to Local Government, which has been estimated to cost Councils across Australia in the order of \$500 million to \$1,100 million per annum.
- **“Recognition”** – that Local Government be formally recognised in the Australian Constitution.

“Demographic Changes in the Australian Population” – by Bernard Salt (KPMG)

Mr Salt provided comprehensive statistics on the changes to the Australian demographics and outlined how this will impact on the future provision of public infrastructure and services provided by Local Government. His talk reinforced the need for any increased housing densities, public domain improvements and community facilities to be predominantly centered around “urban villages” located at transport nodes.

In summary, Australia's population is aging; two parent plus children households are decreasing and single person and non-children family households are increasing. As a result of this, lifestyles, in general, are changing. This has big implications for the provision of future public infrastructure, services and urban planning.

This is page number 1 of the Mayoral Minute, dated 18 November 2005 submitted to Council on 22 November 2005.

Managing Emergencies Workshop.

Representatives of Emergency Management Australia (Federal Attorney Generals' Department), gave a run-down on EMA Grants, including the Local Grants Scheme (\$30 million over 4 years), and the Volunteers Scheme (\$16 million over 4 years).

Applications are to be called in December 2005 and close on 3 March 2006. The grants provide 100% funding for improvements to emergency systems or plans and/or purchase of new equipment. A nominal cap of \$50,000 per application will apply.

Council will review with the SES to ensure that applications are developed and submitted for 2006 funding. It should be noted that the \$50,000 grant towards the SES building was funded under this Program.

Greg Hoffman, Director – Policy and Representation Branch – LGAQ, provided details of the Queensland Local Government Counter Terrorism Risk Management Kit, a copy of which has been sent to the Group Manager – Public Works. This will be useful in developing an Emergency Risk Management Kit for the City of Ryde.

There was also much discussion on managing the risk of a major outbreak of the Avian Flu should the virus mutate so that it can be transmitted from human to human. It was suggested that a Disaster Management Plan should be developed for all regions in Australia.

Health & Ageing Partnership Workshop.

This Workshop looked at the developing issues in Local Government due to the aging population as outlined in Bernard Salt's address. Participants were broken into groups and required to identify issues and provide potential solutions to these issues.

Town Planning and provision of different types of public infrastructure and spaces were the main issues voiced at the Workshop.

Addresses were also made by the following Members of the Federal Government and Opposition:

- The Hon. Mark Vale, MP (Deputy Prime Minister) – NB: This occurred on 8 November 2005.
- The Hon. Jim Lloyd, MP (Minister for Local Government, Territories and Roads).
- The Hon. Jenny Macklin, MP (Deputy Leader of the Labour Party).
- The Hon. Kim Carr, MP (Shadow Minister for Housing, Urban Development, Local Government and Territories).

This is page number 2 of the Mayoral Minute, dated 18 November 2005 submitted to Council on 22 November 2005.

“Funding Issues for Local Government” by Mr Jim Soorley, Ex-Mayor, Brisbane City Council:

Mr Soorley gave an inspiring talk on how Local Government needs to look at alternate methods of providing additional funding to improve public infrastructure and facilities and not rely on hoping that State and Federal Funding will improve substantially.

Mr Soorley outlined that Councils generally have two choices – to accept the current level of funding that they have and accept that they may not be able to meet the demands for improved services and facilities in the future, or, they can actively look at alternative income options to meet growing community needs.

It is proposed that Mr Soorley be invited to provide the same presentation to the City of Ryde Councillors, staff and interested NSROC members during December 2005, as his talk was very thought provoking and provided much “out-of-the-box” discussion.

Next Assembly

The Assembly determined that the 2006 National General Assembly of Local Government will be held in Darwin, Northern Territory.

RECOMMENDATION:

That the report on Summary of Proceedings at National General Assembly of Local Government and the Invitation to Mr Jim Soorley, ex-Mayor of Brisbane to address Council and NSROC Representatives be received and noted.

Councillor I J Petch
Mayor

MAYORAL MINUTE

Civic Centre
Ryde 2112

18 November 2005

To the Council

Ladies and Gentlemen,

LOCAL GOVERNMENT ASSOCIATION OF NSW Annual Conference 22 to 26 October 2005

Background

To provide a brief overview and confirmation of the City of Ryde's Motions at the Annual Conference of the Local Government Association of NSW (LGA) held in Mudgee from 22 to 26 October 2005.

Report

The City of Ryde was represented by Councillors Campbell, McCosker, Yedelian and myself. The Conference covered some very important issues for Local government and received key addresses as follows:

- Session on Inquiry into Sustainability of NSW Local Government Finances
- Welcome address, Councillor Genia McCaffery, President LGA
- Mr Kerry Hickey, Minister for Local Government
- Mr Tony Kelly, Minister for Lands and Rural Affairs
- Cllr Paul Bell, ALGA President – Cost Shifting Inquiry
- Hon Joe Tripodi, Minister for Roads
- Mr Peter Debnam, NSW Opposition Leader
- Mr Jim Lloyd, Federal Minister for Local Government
- Consideration of Motions

Inquiry into Sustainability of NSW Local Government Finances

In respect of the Independent Inquiry into Financial Sustainability of Local Government a questionnaire was distributed at the Conference. A suggested response on behalf of the City of Ryde is attached for Council's endorsement.

Also, Council will be formally making a submission by 14 December 2005 noting that the Inquiry will conclude on 30 April 2006.

In respect of the City of Ryde's Motions, all motions were endorsed by the Conference or referred to the Executive for consideration as the issues are existing LGA Policy.

This is page number 1 of the Mayoral Minute, dated 18 November 2005 submitted to Council on 22 November 2005.

The Motions endorsed were:

- Payment of gratuities/bonuses to employees on termination of employment
- Honour Board war memorials & other similar heritage projects
- Request for minimum proportion of funding to Local Government from Dept Energy, Utilities and Sustainability
- Review of process for Review of Part 5 of EP&A Act
- Methodology for Road Funding grants to Local Government
- Funding for RTA's Bike Plan 2010
- Amendment to Road Transport Regulation 1999(to allow photographic evidence similar to Police)
- Stormwater Infrastructure to allow water re-use
- State Significant Development

The Motions referred to the Executive were:

- Request State Government to remove rate capping
- Changes to the provisions of Protection of the Environment Operations Act 1997(posters)
- Finalisation of LEP template

All delegates represented the City of Ryde in a very professional manner and the feedback received from the Conference has acknowledged the strong leadership role displayed by the City of Ryde in the quality of the Motions submitted and the contribution at the Conference.

I would like to express my appreciation to all Delegates at the Conference for their contribution.

RECOMMENDATION:

- (a) That the Mayoral Minute in respect of the Local Government Association's Annual Conference in Mudgee from 22 to 26 October 2005 be noted.
- (b) That the questionnaire in respect of the Independent Inquiry into the Financial Sustainability of Local Government **ATTACHED** to the report be endorsed to submit to the Inquiry.

Councillor I J Petch
Mayor

This is page number 2 of the Mayoral Minute, dated 18 November 2005 submitted to Council on 22 November 2005.

MAYORAL MINUTE

Civic Centre
Ryde 2112

21 November 2005

To the Council

Ladies and Gentlemen

Review of Disaster Management Plan for the Potential of an Avian Flu Out-Break.

At the 2005 National General Assembly of Local Government there was discussion on the need to manage the risk of a major outbreak of the Avian (Bird) Flu, should the virus mutate so that it can be transmitted from human-to-human.

It was suggested at the Assembly that the chance of a human-to-human Avian Flu out-break is as likely as that of a major terrorist attack in Australia. The consequences of any human-to-human Avian Flu out-break would be very high, as was a previous avian flu virus - the Spanish Flu pandemic in 1918 which killed millions of people around the world. Given the amount of international air travel nowadays, any mutation of the Avian Flu to a human-to-human strain would be expected to result in immediate out-breaks across the globe. In the worst case scenario, isolation areas would need to be put in place immediately to be able to have any hope of controlling the virus.

In the event of an outbreak, the emergency response would escalate to State level and be handled by the NSW Health Department. NSW Health are currently preparing a Plan to respond to such a situation. A National Exercise called "ELEUSIS" is planned for the end of November 2005 to test "our" response should one of these events occur.

The NSW Health Department are now suggesting that Councils and other organizations get 'ahead of the game' and identify key services (who, what, when, where), and plan how these services can be maintained in the event of an outbreak. This would effectively constitute an Emergency Business Response Plan.

The City of Ryde and Hunters Hill Councils along with the local SES, should therefore review their current joint Disaster Management Plan (DISPLAN) to ensure that it takes into account the potential for Avian Flu out-breaks. It may need to specifically identify what buildings are suitable for isolation purposes and how services can be maintained.

RECOMMENDATION:

- (a) That the report on reviewing existing Disaster Management Plans to take into account the potential for an Avian Flu out-break, be received and noted.

- (b) That staff prepare a review of the current joint City of Ryde/Hunters Hill Disaster Management Plan (DISPLAN) to include possible pandemic events.

Councillor Ivan J Petch
Mayor