

## Council Meeting

AGENDA NO. 18/10

**Meeting Date:** Tuesday 23 November 2010  
**Location:** Council Chambers, Level 6  
**Time:** 7.30pm

### NOTICE OF BUSINESS

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#### PRECIS OF CORRESPONDENCE FOR CONSIDERATION

There are no Precises of Correspondence for Consideration

#### NOTICES OF MOTION

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#### NOTICES OF RESCISSION

There are no Notices of Rescission

**1 CONFIRMATION OF MINUTES - Council Meeting 17/10 held on 09 November 2010**

**File No.:** GRP/10/3/001/6 - BP10/682

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**RECOMMENDATION:**

That the Minutes of the Council Meeting 17/10, held on Tuesday 09 November 2010, be confirmed.

**ATTACHMENTS**

- 1 Minutes of Council meeting 17/10 held on 09 November 2010

**ITEM 1 (continued)****ATTACHMENT 1**

City of Ryde

**Council Meeting****MINUTES OF MEETING NO. 17/10**

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**Meeting Date:** Tuesday 9 November 2010  
**Location:** Council Chambers, Level 6  
**Time:** 7.32pm

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**Councillors Present:** The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, Maggio, O'Donnell, Petch, Perram, Pickering, Salvestro-Martin, Tagg and Yedelian OAM.

**Apologies:** Nil

**Staff Present:** General Manager, Acting Group Manager – Community Life, Group Manager - Corporate Services, Group Manager – Environment & Planning, Group Manager - Public Works, Chief Financial Officer, Media & Community Relations Officer and Councillor Support Coordinator.

**PRAYER**

Reverend Tay of the Impact International Church was present and offered prayer prior to the commencement of the meeting.

**DISCLOSURES OF INTEREST**

Councillor Salvestro-Martin disclosed a pecuniary interest in Item 8 – CHRISTMAS NEW YEAR ARRANGEMENTS - NOTIFICATION PERIOD FOR DEVELOPMENT APPLICATIONS & DELEGATIONS TO THE MAYOR AND GENERAL MANAGER – of the Committee's Report No. 17/10, for the reason that he has planned a future development application possibly affected by the Christmas New Year arrangement. Councillor Salvestro-Martin was not present in the meeting for the consideration of this matter.

**SUSPENSION OF STANDING ORDERS**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Standing Orders be suspended, the time being 7.36pm, to allow Councillor Maggio to move a Matter of Urgency in respect of the safety evaluation of trees within the City of Ryde.

The Motion was put and **CARRIED** there being seven (7) votes for and five (5) votes against.

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian, Tagg, Petch, Li, Pickering, Maggio and Yedelian OAM

Against the Motion: Councillors Butterworth, Campbell, O'Donnell, Perram and Salvestro-Martin.

**MATTER OF URGENCY – SAFETY EVALUATION OF TREES WITHIN THE CITY OF RYDE**

**MOTION:** (Moved by Councillors Maggio and Petch)

- (a) That any tree that is subject to a safety evaluation within the City of Ryde as a result of a complaint or an application be subject to a report to the Works Community Committee for determination. This includes but is not limited to trees which could be classified as at risk to human life and/or infrastructure.
- (b) That an urgent report be submitted to the next available Committee of the Whole meeting reviewing Council's existing policy and procedures to reduce "red tape" and to include a plan for consultation with residents and all key stakeholders on the proposed policy.

**AMENDMENT:** (Moved by Councillor Campbell and Salvestro-Martin)

That a report be submitted to the Committee of the Whole held on 7 December 2010 to review Council's existing policy and procedures to reduce "red tape" and to include a plan for consultation with residents and all key stakeholders on the proposed policy.

The Amendment was put a **LOST** there being five (5) votes for and seven (7) votes against.

**Record of Voting**

For the Amendment: Councillors Butterworth, Campbell, O'Donnell, Perram and Salvestro-Martin

Against the Amendment: The Mayor, Councillor Etmekdjian, Li, Maggio, Petch, Pickering, Tagg and Yedelian OAM

The Motion was then put and **CARRIED** there being seven (7) votes for and five (5) votes against.

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian, Li, Maggio, Petch, Pickering, Tagg and Yedelian OAM

Against the Motion: Councillors Butterworth, Campbell, O'Donnell, Perram and Salvestro-Martin

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

- (a) That any tree that is subject to a safety evaluation within the City of Ryde as a result of a complaint or an application be subject to a report to the Works Community Committee for determination. This includes but is not limited to trees which could be classified as at risk to human life and/or infrastructure.
- (b) That an urgent report be submitted to the next available Committee of the Whole meeting reviewing Council's existing policy and procedures to reduce "red tape" and to include a plan for consultation with residents and all key stakeholders on the proposed policy.

**RESOLUTION:** (Moved by Councillors Li and Petch)

That Standing Orders continue to be suspended, the time being 8.43pm, to allow Councillor Li to move a Matter of Urgency in respect of a tree matter at 4 Colvin Crescent, Denistone East.

The Motion was put and **CARRIED** there being ten (10) votes for and two (2) votes against.

**Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Li, Maggio, Petch, Perram, Pickering, Salvestro-Martin, Tagg and Yedelian OAM.

Against the Motion: Councillors Campbell and O'Donnell

**MATTER OF URGENCY - TREE AT 4 COLVIN CRESCENT, DENISTONE EAST**

**RESOLUTION:** (Moved by Councillor Li and Petch)

That at the Works and Community Committee meeting held on 7 December 2010, Councillors and staff meet with residents of 4 Colvin Crescent, Denistone East on site to consider an appropriate outcome regarding their tree removal application.

**Record of Voting:**

For the Motion: Unanimous.

**ITEM 1 (continued)****ATTACHMENT 1****RESUMPTION OF STANDING ORDERS**

**RESOLUTION:** (Moved by Councillors Petch and Tagg)

That Standing Orders be resumed, the time being 8.52pm.

**Record of Voting:**

For the Motion: Unanimous.

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

No addresses were made to Council.

**MAYORAL MINUTES**

There were no Mayoral Minutes

**MINUTES OF THE PLANNING AND ENVIRONMENT COMMITTEE NO. 08/10**

**RESOLUTION:** (Moved by Councillors Pickering and Yedelian OAM)

That Part A of the Planning and Environment Committee Report No. 08/10 be dealt with in seriatim and that Part B of the Planning and Environment Committee Report No. 08/10 be noted as dealt with under delegated authority.

**Record of Voting:**

For the Motion: Unanimous.

Note: 82 Culloden Road, Marsfield is the subject of Item 5 on this agenda.

**PART A – ITEMS TO BE DETERMINED BY COUNCIL**

**82 CULLODEN ROAD, MARSFIELD. Lot 3 DP 1046402. - Local Development Application for internal alterations to existing dwelling and change of use of building to a boarding house containing five bedrooms. LDA2009/0722.**

**RESOLUTION:** (Moved by Councillors Pickering and Yedelian OAM)

That this matter be dealt with at Item 5 on the agenda.

**Record of Voting:**

For the Motion: Unanimous.

**ITEM 1 (continued)****ATTACHMENT 1****MINUTES OF THE WORKS & COMMUNITY COMMITTEE NO. 03/10**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Part A of the Works & Community Committee Report No.10/10 be dealt with in seriatim and Part B be noted as dealt with under delegated authority.

**Record of Voting:**

For the Motion: Unanimous.

**PART A – ITEMS TO BE DETERMINED BY COUNCIL**

**3 TRAFFIC ARRANGEMENTS AROUND RYDE EAST PRIMARY SCHOOL**

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

- (a) That the proposed parking and traffic management arrangements around Ryde Public School contained in this report be referred to the Ryde Traffic Committee.
- (b) That the feasibility of a “Kiss and Ride” zone along Twin Road be referred to the Traffic Committee for consideration.
- (c) That Council’s Community and Road Safety officer promote a “Walk to School” program to all schools in Ryde including Ryde East Public School.
- (d) That Council’s Regulatory Services continue to patrol streets around Ryde East Public School during morning and afternoon on school days.
- (e) That Council approve driveway delineation lines on both sides of property driveways along Twin Road between Badajoz Road and John Miller Street and Badajoz Road between Twin Road and Nerang Street.
- (f) That a report be prepared for the works & community committee reviewing the section of Councils website dealing with parking across driveways.
- (g) That the matter of reinstatement of the No Stopping signs during school hours or the establishment of a “Kiss & Ride” zone outside 37 Badajoz Road be referred to the Traffic Committee for consideration.

**Record of Voting:**

For the Motion: Unanimous.

**ITEM 1 (continued)****ATTACHMENT 1****4 MEADOWBANK PARK TENNIS COURTS AND OLYMPIC PARK TENNIS COURTS - Court hire fee increase**

**RESOLUTION:** (Moved by Councillors Maggio and O'Donnell)

- (a) That the restructuring of Tennis Court hiring fees at the Meadowbank Park and Ryde Olympic Park Tennis Complexes operated by the North-Western Suburbs Tennis Association Incorporated, as outlined in this report, be approved.
- (b) That the North-Western Suburbs Tennis Association Incorporated be informed of Council's decision.
- (c) That Council review the usage of the Tennis Courts and the Association be requested to present a review of the usage in twelve months.

**Record of Voting:**

For the Motion: Unanimous.

**7 TRAFFIC COMMITTEE MINUTES**

**RESOLUTION:** (Moved by Councillors Maggio and O'Donnell)

That recommendations No. 1, 3, 4, 5, 6, 7, 8, 9, 10 and 11, contained in the Minutes of the Ryde Traffic Committee Meeting held on 16 September 2010, be dealt with in seriatim.

**Record of Voting:**

For the Motion: Unanimous.

**Item 1 PART 3A COCHLEAR DEVELOPMENT – WATERLOO ROAD & HERRING ROAD, MACQUARIE PARK – Revised Intersection Upgrade and further RTA advice.**

**RESOLUTION:** (Moved by Councillors Maggio and O'Donnell)

- (a) That Committee raises no objection to the proposed upgrade of Herring Road and Waterloo Road intersection.
- (b) That prior to commencement of construction the construction traffic management plan is to be submitted to Council for approval.
- (c) To fully satisfy the proponents modified development consent Mod 08\_0032MOD1 Condition 5 issued by the Director General 3 April 2009 and allow the Occupation Certificate to be issued a suitable bond for removal of the on-street parking on the eastern side of Herring Road, 150m south of Waterloo Road is to be lodged with Council pending further consideration, including community consultation and a final decision as to parking changes.
- (d) That Council and the RTA further consult to reach agreement on the parking issue to allow the RTA to finalise further modelling.



**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, Maggio, O'Donnell, Petch, Perram, Pickering and Yedelian OAM.

Against the Motion: Councillors Tagg and Salvestro-Martin

**Item 3 SOBRAON ROAD, MARSFIELD – Request for Extension of Zone 10 Resident Parking Scheme**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That item 3 be deleted as it is encompassed in Item 2 which was resolved at Council Meeting of 12<sup>th</sup> October 2010.

**Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, Maggio, O'Donnell, Petch, Perram, Pickering, Salvestro-Martin and Yedelian OAM.

Against the Motion: Councillor Tagg

**Item 4 BLENHEIM ROAD, NORTH RYDE – Request for Loading Zone (Blenheim Road Shops)**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Council not approve installation of a loading zone on the southern side of Cutler Parade immediately East of the common driveway entrance to the Blenheim Road shops.

**Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, Maggio, Petch, Perram, Pickering, Salvestro-Martin, Tagg and Yedelian OAM.

Against the Motion: Councillor O'Donnell

**Item 5 COULTER STREET, GLADESVILLE – Extend Parking Time Limit in Council's Coulter Street Car Park**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Council advises the Church that there is not sufficient support at present for the proposal considering the need for turnover of spaces for other users and consistency with other public car parks near retail and commercial areas, and that the matter may be reconsidered should evidence of greater support be provided

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting:**

For the Motion: Unanimous.

**Item 6 BLAIR STREET, GLADESVILLE – No Parking Restrictions on Garbage Pick-up Days**

**RESOLUTION:** (Moved by Councillors Maggio and O'Donnell)

That Council educate residents on Blair Street on the need to avoid parking on both sides of the street on garbage collection days and that Council review the situation in 3 months time

**Record of Voting:**

For the Motion: Unanimous.

**Item 7 PACEY AVENUE AND BADAJOZ ROAD, NORTH RYDE – Parking Restrictions**

**RESOLUTION:** (Moved by Councillors Maggio and Tagg)

- (a) That ten (10) metres of unrestricted parking along the eastern side of Badajoz Road, north of Pacey Avenue be removed and replaced with “No Stopping”, subject to the concurrence of affected residents.
- (b) That Council consult with the adjacent property owners that would be affected by the parking restrictions to determine any further Council response.

**Record of Voting:**

For the Motion: Unanimous.

**Item 8 POPE STREET, RYDE – Request for Loading Zone - Council's new Library and Business Centre Fit-Out.**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

- (a) That the approval for the temporary Loading Zone at the western end of the Taxi Zone in Pope Street, Ryde for 17 metres in length for the period 1 November 2010 to 1 May 2011.
- (b) That the temporary Loading Zone operates between the hours of 7am to 7pm, Monday to Friday, and 7am to 1pm on Saturday.
- (c) That the RTA approved traffic controllers be employed at all times the zone is operating to control ingress / egress movements within the Loading Zone.

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, Maggio, O'Donnell, Petch, Perram, Pickering, Salvestro-Martin and Yedelian OAM.

Against the Motion: Councillor Tagg

**Item 9 SHAFTSBURY ROAD, EASTWOOD – Request for Disabled Parking.**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Council approve two (2) parking spaces for disabled persons on Shaftsbury Road south of existing No Parking restrictions (Sunday Only).

**Record of Voting:**

For the Motion: Unanimous.

**Item 10 CLIVE ROAD AND HILLVIEW ROAD, EASTWOOD – Request for a Pedestrian Marked Crossing – or Clive Road made one-way (westbound).**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That this matter be referred back to the Traffic Committee for further consideration after traffic staff investigate alternative pedestrian crossing options in Clive Road, at its junction with Hillview Road including consulting with potentially affected property owners.

**Record of Voting:**

For the Motion: Unanimous.

**Item 11 NORTH ROAD AND DONOVAN STREET, DENISTONE – Removal of Traffic Domes.**

**RESOLUTION:** (Moved by Councillors Maggio and Petch)

That Council use rumble bars and double barrier lines if required as replacement traffic control devices to any removed traffic domes. The details of any locations to be consulted with the RTA and NSW Police members of the Committee.

**Record of Voting:**

For the Motion: Unanimous.

**ITEM 1 (continued)****ATTACHMENT 1****COUNCIL REPORTS****1 CONFIRMATION OF MINUTES - Meeting held on 12 October 2010**

**RESOLUTION:** (Moved by Councillors Petch and Tagg)

That the Minutes of Council Meeting 16/10, held on Tuesday 12 October 2010, be confirmed.

**Record of Voting:**

For the Motion: Unanimous.

**2 MOTIONS PUT WITHOUT DEBATE**

**RESOLUTION:** (Moved by Councillors Pickering and Petch)

That all items be dealt with in seriatim.

**Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Butterworth, Campbell, Li, O'Donnell, Petch, Perram, Pickering, Salvestro-Martin, Tagg and Yedelian OAM.

Against the Motion: Councillor Maggio

**3 2009-2010 FINANCIAL STATEMENTS**

Mr John Todd, Chief Financial Officer delivered a presentation to Council at 9.25pm on this matter.

Mr Brett Hanger and Mr Gary Mottau from Hill Rogers Spencer Steer, Council's external auditors, were present and gave a brief presentation to Council on the 2009/2010 Financial Statements.

**RESOLUTION:** (Moved by Councillors Salvestro-Martin and Yedelian OAM)

- (a) That in accordance with Section 419 of the Local Government Act, Council receive and note the Auditors Reports on the 2008/2009 Annual Financial Statements for the year ended 30 June 2010.
- (b) That any public submissions on the 2009/2010 Financial Reports be referred to Council's Auditors, Hill Rogers Spencer Steer, Chartered Accountants.
- (c) That Council suspend standing orders to allow a presentation by Council's staff and external auditor, Hill Rogers Spencer Steer, in respect of the 2009-2010 Financial Statements including the Auditor's Reports.
- (d) That the General Manager and his staff be thanked for this excellent result.

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting:**

For the Motion: Unanimous.

**4 INVESTMENT REPORT - September 2010**

**RESOLUTION:** (Moved by Councillors Yedelian OAM and Pickering)

- (a) That the report of the Chief Financial Officer, dated 05/10/2010 on INVESTMENT REPORT – September 2010, be endorsed.
- (b) That the Investment Strategy from Oakvale Capital Limited be endorsed.

**Record of Voting:**

For the Motion: Unanimous.

**5 82 CULLODEN ROAD, MARSFIELD. Lot 3 DP 1046402. - Local Development Application for internal alterations to existing dwelling and change of use of building to a boarding house containing five bedrooms. LDA2009/0722.**

**RESOLUTION:** (Moved by Councillors Pickering and Yedelian OAM)

That this application be refused for the following reasons:

- 1) Failure of the application to comply with disability access and the standards required for commercial premises.
- 2) The City of Ryde is currently considering legal covenants by which Council is looking to address boarding house developments in Ryde. This is part of the review currently under way and presented at the student accommodation forum where a report is yet to be received and would allow appropriate action to be taken.
- 3) It fails to address matters such as concentration in suburban streets, amenity for student boarders and parking.
- 4) That Council refuse to consider DA's for boarding houses that are operating illegally until they are fined and the premises restored to an unmodified state.

**Record of Voting**

For the Motion: The Mayor, Councillor Etmekdjian and Councillors Li, Maggio, Petch, Perram, Pickering and Yedelian OAM.

Against the Motion: Councillors Butterworth, Campbell, O'Donnell, Salvestro-Martin and Tagg

**ITEM 1 (continued)****ATTACHMENT 1****6 GLEN RESERVE - CRIME PREVENTION ACTIONS**

Note: A letter dated 9 November 2010 from Mr Peter Sullivan on behalf of the Eastwood Chamber of Commerce Inc was tabled at the meeting in relation to this matter and a copy is ON FILE.

**RESOLUTION:** (Moved by Councillors Li and Tagg)

- (a) That Council allocate \$5,000 in the December Quarterly Review to improving Glen Reserve, Eastwood through the engagement of a lighting consultant and the relocation of picnic settings and that a further report will come back to Council on the costs and on-going costs resulting from the recommendations of the lighting consultant.
- (b) That Council staff write to the Eastwood Local Area Command to request increased patrols in Glen Reserve, during times when anti-social behaviour is common.
- (c) That a report to Council be prepared after the findings of the lighting consultant's report are available.
- (d) That the residents of Eastwood are notified of Council's decision in the City View, Mayor's Column and the local ethnic media.

**Record of Voting:**

For the Motion: Unanimous.

**7 ALCOHOL FREE ZONE IN EASTWOOD**

Note: A letter dated 9 November 2010 from Mr Peter Sullivan on behalf of the Eastwood Chamber of Commerce Inc was tabled at the meeting in relation to this matter and a copy is ON FILE.

**RESOLUTION:** (Moved by Councillors Li and Tagg)

- (a) That Council accept the proposal for Alcohol Free Zones (ATTACHED).
- (b) That Council agree to public consultation on the matter, as stated in the Ministerial Guidelines.
- (c) That if no adverse public comments are received on the proposal, the Alcohol Free Zones as outlined in the report be adopted.
- (d) That Council receive a further report on the proposed Alcohol Free Zones if any adverse comment is received during the public consultation.
- (e) That \$5,000 be allocated to this project next financial year.

**ITEM 1 (continued)****ATTACHMENT 1****Record of Voting:**

For the Motion: Unanimous.

**8 CHRISTMAS NEW YEAR ARRANGEMENTS - NOTIFICATION PERIOD FOR DEVELOPMENT APPLICATIONS & DELEGATIONS TO THE MAYOR AND GENERAL MANAGER**

Note: Councillor Salvestro-Martin having declared a pecuniary interest in this matter left the meeting at 10.29pm and was not present for the consideration of this item.

**RESOLUTION:** (Moved by Councillors Tagg and Yedelian OAM)

- (a) That the report of the Manager Assessment, dated 27 October 2010 on CHRISTMAS NEW YEAR ARRANGEMENTS - NOTIFICATION PERIOD FOR DEVELOPMENT APPLICATIONS & DELEGATIONS TO THE MAYOR AND GENERAL MANAGER, be endorsed.
- (b) That the increase in the notification periods for Development Applications during the Christmas/New Year (2010/11) period as outlined in the report be approved.
- (c) That the Group Manager Environment & Planning have discretion to hold any application received in late November or December that would be of significant public interest from advertising / notification until Ryde City View 5 January 2011 or first 2011 publication date.
- (d) That this approach be endorsed by Council for the term of the current Council.
- (e) That during the period 15 December 2010 to 01 February 2011, the Mayor and General Manager be delegated any functions of the Council that may lawfully be delegated under Section 377 of the Local Government Act provided the functions are exercised in compliance with the relevant Council policy and where no such policy exists, with all due caution.
- (f) That all decisions made by the Mayor, General Manager and Group Manager, Environment Planning under this resolution be communicated to all Councillors as soon as reasonably possible.

**Record of Voting:**

For the Motion: Unanimous.

Note: Councillor Salvestro-Martin returned to the meeting at 10.34pm

**ITEM 1 (continued)****ATTACHMENT 1****9 KNOWLEDGE CITIES WORLD SUMMIT - COUNCILLOR ATTENDANCE AT CONFERENCE**

**RESOLUTION:** (Moved by Councillors Yedelian OAM and Li)

That Council endorse the attendance of Councillors Tagg and Pickering at the Melbourne 2010 Knowledge Cities World Summit being held in Melbourne from 16 to 19 November 2010.

**Record of Voting:**

For the Motion: Unanimous.

**10 REPORT ON OUTSTANDING RESOLUTIONS**

Note: Councillor Tagg left the meeting at 10.40pm during consideration of this item.

**RESOLUTION:** (Moved by Councillors Yedelian OAM and Butterworth)

That the report on Outstanding Resolutions be endorsed.

**Record of Voting:**

For the Motion: Unanimous.

**PRECIS OF CORRESPONDENCE FOR CONSIDERATION**

There were no Precis of Correspondence for Consideration.

**NOTICES OF MOTION****1 CHURCH STREET - Establishment of Market or Fair - Councillor Salvestro-Martin, The Mayor, Councillor Etmekdjian**

**RESOLUTION:** (Moved by Councillors Salvestro-Martin and The Mayor, Councillor Etmekdjian)

That the General Manager investigate and report to Council the feasibility of establishing a Market or Fair in Church Street as an opportunity to create a unique identity for Church Street. Participation and sponsorship is open to any Ryde based business.

**Record of Voting:**

For the Motion: Unanimous.



**ITEM 1 (continued)****ATTACHMENT 1****2 CINEMA IN THE PLAZA - Councillor Li**

**RESOLUTION:** (Moved by Councillors Li and Petch)

That a report be prepared considering the expansion of the Cinema in the Park program to include regular outdoor screening of family friendly films at Council plaza areas on a weeknight in order to support small businesses and to provide activities for children and young people. Council is to consult with local businesses, schools, chamber of commerce and community groups to consider sponsorship and funding of the project.

**Record of Voting:**

For the Motion: Unanimous.

Note: Councillor Butterworth left the meeting at 11.05pm.

**NOTICES OF RESCISSION**

There were no Notices of Rescission.

**QUESTIONS BY COUNCILLORS AS PER POLICY**

**1 QUESTIONS WITH NOTICE - Councillor Perram**

Question:

1. When will Councillors be requested to submit suggestions for consideration when Council is developing the capital works program for 2011/2012?
2. What will be the closing date for those submissions to be received?

The Group Manager, Corporate Services answered:

Councillors will be forwarded a spreadsheet on Monday, 15 November 2010 to nominate both capital and non capital projects and return back to the Councillor Helpdesk by Monday, 29 November 2010. This request will be seeking Councillors to nominate projects within each respective program for the 4 year period, 2011/12- 2014/15.

Each of the projects submitted will be then evaluated, costed and submitted to the respective workshops for consideration in early 2011 in developing Council's budgets as part of the 4 year Delivery Program.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA**

No addresses were made to Council.

**NATIONAL ANTHEM**

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

The meeting closed at 11.07 pm.

CONFIRMED THIS 23RD DAY OF NOVEMBER 2010

Chairperson

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**2 CONFIRMATION OF MINUTES - Meeting of Works & Community  
Committee 11/10 held on 16 November 2010**

**File No.:** GRP/10/3/001/6 - BP10/683

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**RECOMMENDATION:**

That all items on the Minutes of the Works & Community Committee Meeting, held on Tuesday 16 November 2010, be noted as dealt with under delegated authority.

**ATTACHMENTS**

- 1** Minutes of meeting held on 16 November 2010

**ITEM 2 (continued)****ATTACHMENT 1**

City of Ryde

**Works and Community Committee****MINUTES OF MEETING NO. 11/10****Meeting Date: Tuesday 16 November 2010****Location: Committee Room 1, Level 5, Civic Centre, 1 Devlin Street, Ryde****Time: 4.34pm**

**Councillors Present:** Councillor Maggio (Chairperson) and Councillors Perram and Tagg.

Councillor Petch arrived at 4.45pm and apologised for his late arrival. He was not present for Items 1, 2 and 3.

**Apologies:** Councillors Campbell and Li

**Staff Present:** Group Manager – Community Life, Group Manager - Public Works, Manager Access, Manager Parks, Parks Community Liaison Officer, Manager Governance and Senior Administration Co-ordinator.

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**PART A - ITEMS TO BE DETERMINED BY COUNCIL ON 23 NOVEMBER 2010**

There are no Items to be determined by Council on 23 November 2010.

**NOTE:** Items 1, 2, 3, 4 and 5 were determined by the Committee under delegated authority and are CIRCULATED UNDER SEPARATE COVER on pages 2 and 3 – (Part B) of the Works and Community Committee Report No. 11/10.

**ITEM 2 (continued)****ATTACHMENT 1****PART B - ITEMS DETERMINED UNDER DELEGATED AUTHORITY****1 CONFIRMATION OF MINUTES - Meeting held on 19 October 2010**

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

That the Minutes of the Works & Community Committee Meeting 10/10, held on Tuesday 19 October 2010, be confirmed.

**Record of Voting:**

For the Motion: Unanimous.

**2 MOTIONS PUT WITHOUT DEBATE**

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

That Items 3, 4 and 5, as submitted to Works and Community Committee Meeting 11/10, be dealt with in seriatim.

**Record of Voting:**

For the Motion: Unanimous.

**3 COMMUNITY GARDENS REPORT AND REVISED POLICY**

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

That Council adopt the Draft Community Gardens Policy.

**Record of Voting:**

For the Motion: Unanimous.

**4 BUS SHELTERS - Relocated and New Location Priorities**

Note: Councillor Petch arrived at 4.45pm during discussion of this item.

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

- (a) That Council advise Adshel to relocate the four (4) shelters to the locations listed in the report at their cost in accordance with the terms of the contract.
- (b) That Council staff liaise with Adshel to find suitable locations for another three (3) shelter relocations from the priority ranking list to be done in accordance with the terms of the contract.
- (c) That Council consider an on-going program to provide and renew seats at all bus stops throughout the City Of Ryde when reviewing the next four year delivery cycle as part of the budget review process.

**ITEM 2 (continued)****ATTACHMENT 1****Record of Voting:**

For the Motion: Unanimous.

**5 MOTOR BIKE PARKING MACQUARIE PARK IN PAY AND DISPLAY AREAS**

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

That Council allocate on-street parking space in Macquarie Park for motor cycle parking within the pay and display areas, subject to the locations being agreed to by the Local Traffic Committee.

**Record of Voting:**

For the Motion: Unanimous.

The meeting closed at 4.50pm.

CONFIRMED THIS 7TH DAY OF DECEMBER 2010.

Chairperson

**3 MOTIONS PUT WITHOUT DEBATE**

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**File Number:** GRP/10/3/001/6 - BP10/684

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

**RECOMMENDATION:**

That the recommendations in respect of items 4 to 11 inclusive, as submitted to Council Meeting 18/10, be adopted with the exception of items as determined by the Council.

#### **4 SEPTEMBER 2010 QUARTERLY REVIEW REPORT 2010-2014 MANAGEMENT PLAN**

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**Report prepared by:** Chief Financial Officer

**Report dated:** 7/11/2010

**File No.:** GRP/10/3/001/6 - BP10/672

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##### **Report Summary**

Council's Management Plan and Budget for 2010-2014 sets out the strategic and financial objectives for the year. These documents set out the goals and various performance measures for Council's four key outcome areas and details the services and projects that Council planned to deliver in 2010/2011.

The Quarterly Report includes details for each of the four key outcome areas detailing the targets adopted by Council and how we have performed in achieving these targets to 30 September 2010. Also shown is a financial performance summary for each key outcome area and a status report on all Capital and Non-Capital Projects by Outcome Area and Service Unit that are to be undertaken in 2010/2011 with information on how each Project is progressing.

As a result of this Review, Council's Available Working Capital is projected to increase to approximately \$3.78 million as at 30 June 2011. This is an improvement on the projected Working Capital in the 2010-2014 Management Plan due to the better than expected result in the 2009/2010 financial year and is a sound result with the following key highlights:

- Operating Budget overall is on track to meet budget, noting an additional \$0.50 million income from Interest on Investments, based on current performance this is projected to be achieved from Council's investment strategy it has adopted this financial year.
- Council's result has been achieved with only an increase of \$0.07 million in projected Working Capital.
- An additional transfer to Asset Replacement Reserve of \$0.30 million proposed for Council's endorsement as a result of additional income from interest on investments.
- Council's Capital Works program is on track and within budget, which has also been supplemented with additional grant income of \$1.18 million

##### **RECOMMENDATION:**

- (a) That the report of the Chief Financial Officer, dated 7 November 2010 on SEPTEMBER 2010 QUARTERLY REVIEW REPORT 2010-2014 MANAGEMENT PLAN, be received and endorsed.
- (b) That the proposed budget adjustments included in this report totalling \$0.077 million be endorsed and included in the 2010/2011 Budget.



**ITEM 4 (continued)**

- (c) That the proposed transfers to and from Reserves as detailed in the report, and included as budget adjustments, totalling a net reduction in Reserves of \$2.214 million be adopted.
- (d) That the Certificate of the Responsible Accounting Officer attached to the report of the Chief Financial Officer dated 7 November 2010 be endorsed.

**ATTACHMENTS**

- 1 Responsible Accounting Officer's Certificate - 30 September 2010

Report Prepared By:

**John Todd**  
**Chief Financial Officer**

Report Approved By:

**Roy Newsome**  
**Group Manager - Corporate Services**

**ITEM 4 (continued)****Background**

As required under section 407 of the Local Government Act, 1993 the quarterly review of the Management Plan as at 30 June 2011 is presented to Council.

This Quarterly Review reports on the performance of Council in undertaking its Principal Activities in terms of its stated objectives and financial position. The following sections are included in the document, *Quarterly Report against the Management Plan 2010-2014, Quarter one* that has been **CIRCULATED UNDER SEPARATE COVER**.

- General Manager's Overview, Financial Management and Corporate Performance Overview - provides a 'snapshot' of Council's performance in the quarter relative to several high profile activities.
- Outcome Area Reports – including overview, operational indicators, financial outcome and graphical representation of performance measures.
- Capital and Non-Capital Status Report – provides comments regarding the status of all of Council's Non-Capital and Capital Expenditure projects.

**Appendix A**

- Base Budget Quarterly Status Report. **Appendix B**
- Reserves Listing Report – outlines the opening balance, approved budgeted transfers to/from reserves and proposed additional transfers to/from reserves, with a projected balance as at 30 June 2011. **Appendix C**
- Quarterly Changes Report – provides comments and details of those budget items that are proposed to be increased or decreased in the 2010/2011 budget. **Appendix D**

**Report**

The September 2010 Quarterly Review has been completed and is submitted to Council for endorsement, which includes the *Quarterly Report against the Management Plan 2010-2014*, which has been circulated under separate cover.

**Working Capital Summary**

In the adopted Management Plan for 2010/2014 Council's forecasted Available Working Capital position was \$3.24 million.

In the September 2010 Quarterly Review, the proposed budget adjustments will result in a increase of \$0.04 million to Council's Working Capital as at 30 June 2011 to \$3.78 million. This is higher than forecasted, due to the better than expected result for 2009/10.

**Overview of September Review**

As detailed above, Council's available Working Capital is projected to increase to \$4.088 million as a result of the review. The following are the major changes to be made, with a complete listing provided in the circulated document, and more detailed explanations in each Outcome area of that document.

**ITEM 4 (continued)**Operating Budget

- Council's operating revenue is projected to increase over budget by \$0.93 million (0.71%) with the main areas being as follows:
  - \$0.97 million proceeds from sale of property. This is to be transferred to the Property Investment Reserve.
  - \$0.68 million decrease in Financial Assistance Grants. This is offset by a transfer from Reserve for the prepayment made in June.
  - \$0.80 million from income on Investments, \$0.50 million from interest and \$0.30 million from proceeds of the sale of a CDO.
  - \$1.18 million in additional grants from the RTA, which is masked by a decrease by \$1.20 million in grants for Ryde Community & Sports Centre, which were budgeted in error. Ryde Community & Sports Centre has been covered by Carryover Works as at 30 June 2010.
- Council's operating expenditure is projected to increase over budget by \$0.11 million (0.10%) with the main areas being as follows:
  - \$0.13 expenditure of unexpended grant funds, brought forward from previous year.
  - \$0.04m increase in legal expenses to meet the costs of defending boarding house matters.

In total a projected increase in Operating Surplus of \$0.82 million, most of which is being utilised for Capital or transferred to reserves.

Capital Budget

- Council's capital expenditure is projected to increase over budget by \$2.96 million (4.08%), this is being funded from either grants or transfers from reserves with the main areas being as follows:
  - \$1.18 million from the RTA for Cycleways
  - \$1.63 million in expenditure for Ryde Community & Sports Centre.

Reserve Movements

- Council's transfers from reserves is projected to increase over budget by \$3.79 million (11.89%), the main areas being as follows:
  - \$1.39 million from carryover works reserve for Ryde Community & Sports Centre.
  - \$1.44 million from unexpended grants for Ryde Community & Sports Centre.
  - \$0.68 million from Financial Assistance Grants paid in advance.
  - \$0.05 million from reserves for Chris21 Kiosk (Human Resources software)

**ITEM 4 (continued)**

- Council's transfers to reserves is projected to increase over budget by \$1.58 million (5.5%), the main areas being as follows:
  - \$0.97 million to Property Investment Reserve - proceeds from sale of property.
  - \$0.30 million to Financial Security Reserve – proceeds from sale of CDO.
  - \$0.30 million to Asset Replacement Reserve – from additional investment income.

The complete details are contained within the separately circulated document.

It should also be mentioned that Council staff, have been instrumental in reviewing and updating the format of the Quarterly Report and they should be acknowledged for their contribution.

**Consultation**

Internal Council business units consulted included:-

- Strategy, Innovation and Reporting Service Unit in relation to the format of the Quarterly Report.
- All Service Units in relation to budget changes.

Internal Workshops held:-

- Not Applicable

City of Ryde Advisory Committees consulted included:-

- Not Applicable

External public consultation included:-

- Not Applicable

**Comments**

Service Unit Managers have reviewed their Unit's budget at the end of the September 2010 quarter to declare any variations to budget that will impact on the Council's financial position.

**Critical Dates**

The following deadlines are required to be met:

- In accordance with Section 407 of the Local Government Act 1993, the General Manager must report to the Council within 2 months after the end of each quarter as to the extent to which the performance targets set by the Council's current Management Plan have been achieved during that quarter.
- The Chief Financial Officer as Council's Responsible Accounting Officer, in accordance with the Part 2 Clause 7 of the Local Government (Financial Management) Regulation 1999 is required to certify whether the Council's financial position is satisfactory having regard to the original estimates of income and expenditure.

**ITEM 4 (continued)****Financial Impact**

Council's available Working Capital is projected to increase by \$0.417 million to \$4.088 million as at 30 June 2011.

Council's Operating Result before depreciation is projected to increase by \$0.864 million to \$63.385 million.

Council's Capital Works Program is projected to increase by \$2.962 million by which is funded from additional revenue from government grants and reserves.

**Policy Implications**

There are no policy implications through the adoption of this recommendation.

**Other Options**

Council could decide not to approve some or all of the September 2010 Quarter Budget Revisions or to revote the funds to other projects. This would impact the projected Working Capital as at 30 June 2011 and future Capital Works program for future years.

**Conclusion**

The adoption of the recommended adjustments to Council's 2010/2011 budget as detailed within this report will result in a projected Available Working Capital as at 30 June 2010 of \$3.78 million.

This is a sound result and Council is in an enviable position as it works its way through the Community Strategic Plan process and looks at its Long Term Financial Plan, including its Asset Management Plans.

**ITEM 4 (continued)****ATTACHMENT 1****Certificate**

In accordance with the Local Government (Financial Management) Regulation 1999, Part 2, Clause 7, I report that the financial position of the Council was satisfactory as at 30 September 2010, having regard to the original estimates of income and expenditure. Variations in total income, operating and capital expenditure as at 30 September 2010 are of a quantum and nature that overall end of year financial targets will be achieved.



John Todd  
Chief Financial Officer  
Responsible Accounting Officer

7 November 2010

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**5 CHARTER OF RESPECT - Update on Actions**

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**Report prepared by:** Manager - Governance**Report dated:** 8/11/2010**File No.:** GRP/10/3/001/6 - BP10/673

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**Report Summary**

The purpose of this report is to provide Council with an update on arrangements for a workshop to monitor the progress and implementation of the Charter of Respect.

**RECOMMENDATION:**

That a workshop for all Councillors and the Executive Team, facilitated by Mr Errol Chadwick from Chadwick and Associates, be conducted in February/March 2011 to monitor the progress and implementation of the Charter of Respect.

**ATTACHMENTS**

- 1 Councillor - ET workshop notes 22 May 2010
- 2 Charter of Respect - City of Ryde Council 15 June 2010

Report Prepared By:

**Shane Sullivan**  
**Manager - Governance**

Report Approved By:

**Roy Newsome**  
**Group Manager - Corporate Services**

**ITEM 5 (continued)****Background**

Council, in considering the recommendations from the Department of Local Government's Better Practice Review report, resolved at its meeting on 11 May 2010, to hold a Councillor/Senior Management team workshop to address their working relations.

A workshop was held on Saturday, 22 May 2010 and was externally facilitated by Mr Errol Chadwick from Chadwick and Associates. As a result of this meeting a draft Charter of Respect was developed.

At its meeting held 22 June 2010, Council resolved to conduct two workshops. One to consider the draft Code of Respect and another as a follow up workshop to that held on 11 May 2010.

**Report***(a) Workshop to consider the Draft Charter of Respect*

At its meeting held 22 June 2010, Council resolved as follows

- (b) That the Draft Code of RESPECT be referred to a Councillor Workshop for further discussion/refinement before being referred back to Council for formal adoption and inclusion in Council's Code of Conduct.*

This workshop was not conducted. However, the Charter of Respect was included in the revised Code of Conduct that was reported to Council at its meeting held 28 September 2010. Council in endorsing the Code of Conduct resolved that issues relating to the Charter of Respect be listed as urgent for consideration at a Council Workshop. The Charter of Respect is set out in **ATTACHMENT 1**.

As a result of this resolution an item was placed in the Councillors Information Bulletin on 14 October 2010 proposing that this workshop be conducted on Tuesday, 30 November 2010, which was the fifth Tuesday of the month.

Councillors were asked to advise if they would be attending this workshop. Only one (1) response was received, being from Councillor Butterworth advising he was unavailable to attend. As a result, it is not proposed to conduct this workshop.

*(b) Workshop to monitor progress and implementation of the Charter of Respect*

At its meeting held 22 June 2010, Council resolved as follows:

- (c) That Council endorse a follow up workshop being scheduled in six (6) months time to monitor the progress and implementation of the Draft Charter and the other agreed actions from the Workshop.*



**ITEM 5 (continued)**

Details of Councillors' Expectations of the Executive Team and the Executive Team's Expectations of Councillors agreed at the Workshop held in May 2010 are in

**ATTACHMENT 2**

Council has asked the Executive Team to act on 16 issues and the implementation of these changes and improvements is ongoing. In addition, Council agreed to work on 17 issues.

It is proposed that a workshop to discuss progress in relation to these agreed expectations be held in February/March 2011 and that Mr Errol Chadwick from Chadwick and Associates again be engaged to facilitate.

**Consultation**

Internal Council business units consulted included:-

- Not applicable

Internal Workshops held:-

- A Councillor/Executive Team workshop was held on Saturday, 22 May 2010.

External public consultation included:-

- Not applicable

**Critical Dates**

There are no critical dates or deadlines to be met.

**Financial Impact**

Adoption of the option outlined in this report will have no financial impact. The cost of the workshop will be met from the existing Base Budget for 2010/11.

**Policy Implications**

Council adopted the Charter of Respect as an enforceable part of the Code of Conduct on 28 September 2010.

**Other Options**

Council may resolve not to conduct a workshop to monitor progress and implementation of the Charter of Respect.

**Conclusion**

This report recommends the conduct of a workshop facilitated by Mr Errol Chadwick from Chadwick and Associates to discuss progress in relation to the agreed expectations and the Charter of Respect. It is proposed that this workshop be held in February/March 2011, possibly on a Saturday morning.

## ITEM 5 (continued)

## ATTACHMENT 1

**CHARTER OF RESPECT – CITY OF RYDE COUNCIL**

As a **Councillor** of the City of Ryde, I will:-

**R**ead reports and maintain confidentiality (as required) when making decisions

**E**valuate and constructively challenge our performance

**S**trategically set the City's future direction and set clear priorities

**P**rofessionally deal with staff and create a non threatening culture by;

1. Debating the issue without denigrating staff (play the ball not the person)
2. Respecting that staff are bound by Council's policies and procedures
3. Telling us what is required not how to do it

**E**xpect responses within realistic timeframes and utilise the helpdesk for my requests

**C**ommit to representing the aspirations and needs of our Community whilst acting with dignity

**T**rust the staff to give their best apolitical advice but feel free to change it.

## ITEM 5 (continued)

## ATTACHMENT 1

**CHARTER OF RESPECT – CITY OF RYDE**

*As a member of the **Executive Team** of the City of Ryde I will be :-*

**R**eceptive and responsive to Community concerns and Council's decisions

**E**thical and apolitical in carrying out my duties

**S**upportive of Councillor requests and requirements

**P**rofessional in managing and optimising Council's resources and knowledge

**E**qual in my interactions with and treatment of all Councillors

**C**ommunicating in a frank, honest, clear and consistent way with Councillors and represent their views clearly to staff

**T**imely in all of our communications, responses and actions (within our recourse limitations)

**NOTE**

**Receptive** – includes using a range of market research and consultative methodologies, analysing the results and being guided by them

**Ethical** – includes honest and without prejudice or political bias, fair/impartial/independent

**Professional** – includes being efficient, effective, accurate, keeping our expertise up to date, being financially and commercially sound and focussed on reporting against and improving our performance across our key performance indicators.

## ITEM 5 (continued)

## ATTACHMENT 2

No	<b>Executive Team's expectations of Councillors</b> <i>Expectation</i>	<i>Councillor response/action</i>
1	Expect Councillors to be the voice of the community and bring your interests to the table – it keeps us in touch. (always)	
2	Expect Councillors to be committed, hardworking and engaged with your community: - it keeps the community informed - it helps us lift our game. (always)	
3	Own, commit to and set the strategic direction for the city so that we can marshal our resources to provide the best outcomes for our community. (weak)	We will commit to full participation and take ownership of strategic planning workshops.
4	Provide insightful scrutiny and challenge our performance constructively: - it helps us to improve. (sometimes)	The Mayor is to invite the General Manager to draft a list for Councillors' consideration identifying the conduct areas they wish of Councillors as specified in their expectations.
5	We need to earn your trust and will commit to being open, not withholding information and admitting our mistakes: - we might feel compromised. - our position would be untenable. - build a non-threatening environment. - be Open: allow us to admit failure. - celebrate success. (sometimes)	That will result in the development of a charter of conduct (including the references below) in relation to Councillor interaction, methods of address and means of providing feedback in a constructive manner to Council staff. Reference 5 – Non-threatening
6	Trust us to give our best advice. (We don't always get it right). We don't mind if you disagree and change it. Provide examples of showing trust.	Reference 6 – Show trust

**ITEM 5 (continued)****ATTACHMENT 2**

No	<b>Executive Team's expectations of Councillors</b> <i>Expectation</i>	<i>Councillor response/action</i>
7	Understand that we try to give the same level of service.: - if we were to play favourites it is untenable. - advise the GM if this is not happening.	Reference 7 – Tell us re favouritism
8	Acknowledge that once Council makes a decision or policy we have no discretion to change it. - puts stress on staff to breach our professional ethics. - change it through a resolution of Council.	
9	Maintain our confidentiality. - we appear to be unprofessional when it is breached. - our integrity can be compromised - outcomes can be compromised. - we will identify confidential documents/information.	Reference 9 – Maintain confidentiality
10	Give us clarity of direction so we have clarity of what we should do: - ambiguity breaks down trust. (sometimes)	Reference 10 – Avoid ambiguity
11	We try our best to give you information, please read it and seek clarity before making decisions: - we think it will improve decision making (mostly)	Reference 11 – Show conscientiousness and commitment
12	Act as Civic leaders and show a respectful attitude in public forums and in discussion with us individually: - it undermines teamwork and professionalism (some Councillors frequently)	Reference 12 – Show respect to all concerned and be dignified
13	Respect that we are really busy and whilst we will be as responsive as possible, respect our time commitments when setting deadlines: - it creates inefficiencies; - it confuses staff - gives rise to claims of favouritism - pushes us into crisis/reactive management (sometimes/frequently)	Reference 13 – Expect Reasonable timeframes
14	Play the ball not the person: - it shows a professional image (sometimes)	Reference 14 – Debate on issues, not the person

**ITEM 5 (continued)****ATTACHMENT 2**

<i>No</i>	<b>Executive Team's expectations of Councillors</b> <i>Expectation</i>	<i>Councillor response/action</i>
15	Respect that staff are apolitical: - we are here to serve all Councillors (as a Council) - it will avoid an 'us' and 'them' situation - it also avoids groups of staff playing us for a break or dividing us.	Reference 15 – Respect staff as apolitical
16	Please allow us to help you by using the Help Desk (except for sensitive issues) so that: - we can track progress - we can keep proper records - we can measure organisation responsiveness - we can keep you informed - we can avoid duplications and replication (mostly)	Reference 16 – Make optimal use of HelpDesk
17	Tell us what you want, not how to do it: - it undermines our professionalism - we have technical expertise (sometimes)	Reference 17 – Don't have a dog and bark yourself

## ITEM 5 (continued)

## ATTACHMENT 2

No	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
1	Impartial advice from the Executive team in relation to policy and decisions of Council.	Agreed – We will commit to acting impartially
2	Professional and consistent approach in clarifying, interpreting Council decisions/to be consistent with the intent. a) ensure the Executive team understand the intent and that understanding is adhered to in the organisation b) clarity in the original motion c) provide professional advice about an implications of a motion.	Agreed. We will be more outspoken if unclear prior to a resolution being framed by Council and improve the cascading of Councillor resolutions and intent throughout the organisation. We will also keep Councillors more up to date on the status of their reports.
3	Ensure no personal prejudices or political allegiances will cloud any decision or advice.	Agreed – we will commit to acting in an apolitical and impartial manner
4	Ensure frank and honest advice to Council on any and all inclusive community concerns identified by the organisation.	Agreed. We will hold a Councillor workshop on Community / Councillor engagement : 1. Community engagement methodologies for the CoR so that we understand community priorities better (see item 10 below) 2. Community Consultation methodologies for differing types of consultation eg cycleway design, parks useage etc to help us design infrastructure delivery (see item 10 below) 3. Community Information provision and feedback relating to such things as DA notifications, road works notifications etc 4. Customer satisfaction methods to identify the level of customer satisfaction with our direct service provision (as part of our performance management approach)

## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
		<p>5. Community reporting which is clear and transparent and focuses on community concerns</p> <p>This workshop will :-</p> <ul style="list-style-type: none"> <li>• seek clarification on the degree that Council wishes to establish organisational capacity to identify community concerns and then respond to them appropriately</li> <li>• identify how individual Councillors wish to be kept informed on the information disseminated and the feedback gained (points 5,7 &amp; 9 below)</li> <li>• Seek guidance on how Council wishes to position its information dissemination through branding and use of appropriate mediums</li> </ul>
5	Be receptive to community concerns and issues and wherever possible assist Councillors to resolve them in a timely manner and advise Councillors in a timely manner.	Agreed. As stated in 4 above we will develop a program to address this.
6	Maintain expert knowledge across their area.	Agreed We will keep ourselves abreast of changes in the legislative framework, commit to attending seminars, conferences and courses which will continue to broaden our knowledge and expertise and improve the organisations training and development approaches for staff and those in managerial positions.



## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
7	Ensure Councillors are fully informed of all meetings and activities where their attendance would be appropriate.	Agreed. Refer point 4. We will include agreed processes for the way in which Councillors are informed about the range of consultation methods identified and then stick to them.
8	Institute a mechanism that: a) details the timeframe of all resolutions, reports and requests. b) keeps Councillors informed of progress against those timeframes c) provides Councillors an opportunity to review and adjust timeframes to reflect their priorities.	Agreed. We will review the current process for monitoring and reporting against Council resolutions. We will provide updated reports regularly to Council so that they can modify or adjust the suggested timeframe in consultation with the officers involved.
9	Institute a mechanism that enables greater consultation with individual Councillors so that they feel they are kept appropriately informed.	<p>Agreed. Refer to response to point 4.</p> <p>The General Manager will meet individually with Councillors on a six monthly basis to monitor how well they feel that they are kept informed.</p> <p>Councillor and staff induction will be reviewed to increase awareness of the roles of Councillors and staff.</p> <p>Also Councillors will be invited to all 'all staff' events eg celebrating success days, Christmas gatherings and staff picnic days and be given more transparency of the organisations structure and associated accountabilities by way of a conducted tour day and a chart of accountabilities by service unit.</p>

## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
10	Develop and maintain a consultative process for Council and the community to ensure that there is a full and ongoing understanding.	Agreed. (see item 4 above) Develop a program for : - community engagement; - customer satisfaction - community surveys - branding and promotion of Council activities
11	Ensure the expectations Council have of the Executive Team are communicated and understood through the organisation	Agreed. The Executive Team will ensure that their direct reports and the team leaders who report to them understand the importance of implementing Council resolutions.  As part of the internal communication improvements to the organisation we will strengthen the cascading of these messages  A staff newsletter is being developed to cascade the resolutions of Council committees and meetings through our email system following every meeting.
12	Keep us informed on all legislative matters/changes and institute sound financial management.	Agreed. We will establish a legislation update for relevant legislative changes and departmental directives through the CIB.
13	Institute the highest level of performance management and keep Council fully informed on this discipline.	Agreed. We will develop reports for the community on progress against their aspirations as identified in Ryde 20/30 (outcomes framework). This framework will link strategic outcomes to programmes to individual performance plans. A workshop will be held on this 'outcomes framework'.

## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
		<p>In 2010/11 we are reviewing our performance appraisal process to use consistently framed performance indicators relating to:-</p> <ul style="list-style-type: none"> <li>• community satisfaction ratings,</li> <li>• financial performance</li> <li>• organisations (behavioural) culture</li> <li>• compliance with our regulations.</li> </ul> <p>These 'metrics' will form the basis for performance assessment and will be reported to the community and Council at an appropriate level both quarterly and annually.</p>
14	Maintain open and unimpaired lines of communication between Councillors and the Executive Team	Agreed. We will establish phone and email protocols (mobiles, home and office) which meet the needs of Councillors and allow a work life balance. Current protocols and processes will be reviewed and a report will be prepared for Councillors following consultation with each Councillor as part of the next round of one on one discussion with the General Manager.
15	Establish mechanisms that will ensure individual Councillors are fully and appropriately informed on any matters.	<p>As part of the categories established in point 4 above we will seek Councillor agreement as to how they would like to receive this information.</p> <p>We will ensure that when one Councillor requests information relating to Council business (with the exception of an individual request on behalf of a</p>

## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
		<p>resident where only one Councillor has requested a response) the response to that request will be distributed to all Councillors. In this case the General Manager or Group Manager will use their discretion as to whether it is appropriate that all Councillors receive the information. However we will always take the view that if there is any doubt about whether the matter has relevance to all Councillors - all Councillors will be kept equally informed.</p> <p>With relation to our dealings with the press we will follow Council's adopted policies and procedures.</p>
16	Manage our business as a business and keep Councillors informed that this is happening.	<p>Agreed. See response to item 13 above. Over the next few years we will clarify our core service areas (accountabilities) and focus on:</p> <ul style="list-style-type: none"> <li>• undertaking Best Value reviews against key service areas to continuously seek improvements to the way we deliver services</li> <li>• providing more meaningful management accounting data to give whole of costs of each of our specific service areas</li> <li>• identifying and allocating our cost overheads</li> <li>• Clarifying the level of real subsidy against real costs for providing our services</li> <li>• Allow for recurrent costs when nominating new projects</li> </ul>

## ITEM 5 (continued)

## ATTACHMENT 2

<i>No</i>	<b>Councillors expectations of the Executive Team</b> <i>Expectation</i>	<i>Executive Team response/action</i>
		<ul style="list-style-type: none"><li>• Improving the organisations project management capability</li><li>• Improving contract administration</li><li>• Improve our performance indicators and reporting against them</li><li>• Continue to accommodate rate pegging whilst dealing with increasing costs</li></ul>

## ITEM 5 (continued)

## ATTACHMENT 2

	<b>Additional Notes taken by facilitator</b>	
1	Exposure of staff. General Manager to consider means of improving the exposure of staff to Councillors and vica versa, particularly on positives/occasions.	Perhaps develop an annual program including induction for Councillors and staff. <i>(refer response to 9 above)</i>
2	A number of councillors suggested a review be undertaken of the customer service and its functioning so that it would increase and improve Council marketing itself to the community and provide increased and improved positive community organisation interface.	<p>Customer Service, marketing and branding.</p> <p><i>We agree it very important that Council looks to brand the city of Ryde as both a place to invest and for Council provided services.</i></p> <p><i>The organisation is not geared up to undertake this approach and a detailed analysis will be brought to Council as a budget bid for 2011/12. This bid will also relate to the issues mentioned in point 4 above since market research relates closely with branding, community satisfaction and engagement strategies.</i></p> <p><i>The planned Councillor workshop will explore these relationships and their budget implications as part of a workshop on broader marketing, engagement and customer satisfaction reporting.</i></p>

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**6 INVESTMENT REPORT - October 2010**

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**Report prepared by:** Chief Financial Officer**Report dated:** 9/11/2010**File No.:** GRP/09/4/1/7 - BP10/676

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**Report Summary**

This report provides details of Council's performance against the benchmark for returns of its investment portfolio for the month of October 2010, and the performance of Council's investments for the previous 12 months.

Council's financial year to date return is 6.06%, 1.15% above benchmark. Income from investments totals \$1.66M, being \$377K above budget projections.

To date, \$301K relates to the sale of the Lehmans/Grange IMP - Flinders, with the proceeds from this sale being held in the Financial Security Reserve. The Financial Security Reserve, following these additional funds will have a balance of \$508K, including interest.

Council continues to invest in term deposits to take advantage of the Federal Government's guarantee which expires in October 2011.

The report includes the estimated market valuation of Council's investment portfolio with a commentary on significant events in the global financial markets. The report also details Council's current loan liability with the average return on Council's term deposits being greater than the current interest rate applying to Council's loans.

**RECOMMENDATION:**

That the report of the Chief Financial Officer, dated 09/11/2010 on INVESTMENT REPORT – October 2010, be endorsed.

**ATTACHMENTS**

There are no attachments to this report

Report Prepared By:

**John Todd**

**Chief Financial Officer**

Report Approved By:

**Roy Newsome**

**Group Manager - Corporate Services**

**ITEM 6 (continued)****Report**

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

All Council's investments complied with the Minister for Local Government's Investment Order dated 15 August 2008 and Council's Investment Policy when acquired, however the following investment's credit ratings are now below the Minister's Order:

<b>Investment</b>	<b>Rating</b>	<b>Maturity</b>
• Grange IMP - Quartz CDO	CCC-	20/12/2010
- Merimbula CDO	N/R	20/06/2013
- Torquay CDO	CCC-	20/06/2013
- Scarborough CDO	CCC-	23/06/2014
- Global Bank Note CDO	N/R	20/09/2014
- Glenelg CDO	CCC	22/12/2014
• Alpha CDO *	CCC-	20/03/2012
• Covent Garden CDO *	C	20/09/2012
• Oasis CDO *	CCC-	04/09/2014

(Note \* Council at its meeting of 25 May 2010 wrote down/ impaired the Alpha, Covent Garden and Oasis CDOs to a nominal value and this was funded from the Financial Security Reserve.)

Under the Minister's Order, Council is required to divest itself of these investments as soon as practicable. With the exception of the investments in the Grange IMP, these investments were purchased with the intention of holding them to maturity.

Council Officers have been looking for opportunities to sell certain capital protected and structured investments where prices are competitive and advantageous to Council.

**Investment Performance Commentary**

Council's performance against the benchmark for returns of its investment portfolio for the month of October 2010 and the financial year to date are as follows:

	<b>Oct 2010</b>	<b>12 Month</b>	<b>FY2011</b>
<b>Council Return</b>	5.67	5.64	6.06
<b>Benchmark</b>	5.05	4.47	4.91
<b>Variance</b>	0.62	1.17	1.15

Council's year to date return has outperformed the benchmark and at 6.06% in October is 1.15% above benchmark.



**ITEM 6 (continued)**

There has been one new notified credit event within Council's investment portfolio since the last Investment Report, which was submitted to Council on 9 November 2010. Information was received on 9 November 2010 that a default event had occurred for Ambac Financial Group. This event will trigger a default of the "Covent Garden" investment, which Council holds \$2M face value. As previously resolved by Council, this investment has been previously written down to nominal value, funded by the Financial Security Reserve.

Council's investment portfolio as at 31 October 2010 was as follows:

Cash/Term Deposits	\$60.4M	71.26%
Floating Rate Notes	\$1.0M	1.18%
CDOs	\$2.0M	2.36%
Managed Funds	\$0.8M	0.89%
Other Financial Products	\$5.5M	6.49%
Total Cash Investments	<u>\$69.6M</u>	
Property	<u>\$15.1M</u>	17.82%
Total Investment Portfolio	<u>\$84.7M</u>	

Council continues to utilise the Federal Government's guarantee investing in Term Deposits with a range of Approved Deposit Taking Institutions (ADIs) on short to medium term investments (generally 30 days to 6 months maturity) where more competitive rates are available. The Federal Government's guarantee expires on 12 October 2011, and it is anticipated that any changes to the scheme will be announced well in advance of its expiry, to avoid any sudden cash outflows from regional banks and credit unions.

**Financial Security Reserve (FSR)**

The Financial Security Reserve currently has a balance of \$508K as at 31 October 2010 which includes \$117K of interest from these at risk investments and \$301K from proceeds from the sale of the Flinders CDO and interest to date.

**Economic Commentary**

The RBA raised the cash rate by 25 basis points at their November meeting, taking the market somewhat by surprise after the release of a relatively benign CPI figure in October. In its minutes of the meeting, the RBA noted that concerns about a slowdown in the Chinese economy had mitigated somewhat, and that there was a possible risk of shock from high commodity prices, with terms of trade at their highest levels since the 1950s. Some of the major banks have raised their lending rates above the RBA rise, but have not passed this onto their investors.

The number of Americans filing first-time applications for unemployment benefits unexpectedly increased in early October, indicating the US job market is struggling to recover. The Federal Reserve announced \$600bn in new quantitative easing measures aimed at providing liquidity to the markets with the US dollar weakening on the news, while gold hit new record highs.

**ITEM 6 (continued)**

In the Eurozone, the sovereign debt crisis gained pace, as Greece anticipated a slowdown in its economy of 4% this year, and between 2.5 to 3% in the coming year. Ireland announced plans to slash its budget deficit by a further \$EU6bn in 2011 in order to avoid a bailout and maintain the countries financial independence.

**Legal Issues**

As previously reported to Council, Piper Alderman have been engaged to provide advice on legal options available to Council in relation to its investments. Council's General Counsel provided an update to the Committee of the Whole on 20 July 2010, and a further update will be provided to Council as developments occur.

**Council's Property Investment Portfolio**

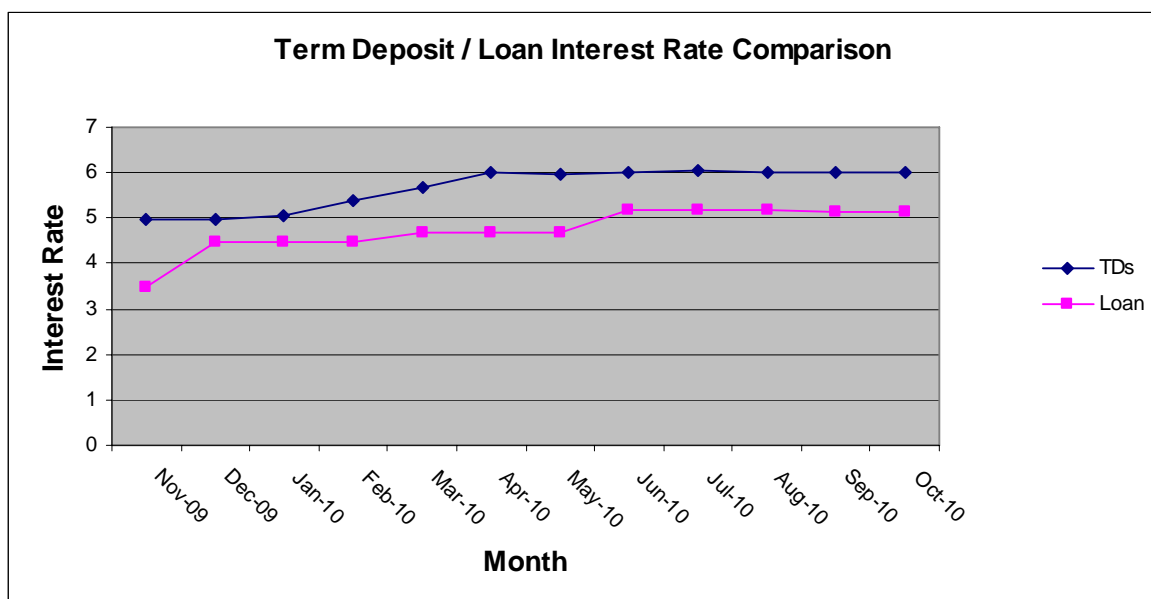
The following properties were held as part of Council's Property Investment portfolio:

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)  
West Ryde Car Park Site  
Herring Road Air Space Rights

**Loan Liability**

Council's loan liability as at 31 October 2010 was \$4.6 million which represents the balance of one (1) loan taken out in 2004 for the Civic Centre Redevelopment and refinancing the West Ryde Tunnel. This loan was for 15 years and was negotiated at a very attractive rate for Council at 90 Day BBSW + 20 basis points and is reset every quarter.

The following graph shows the average interest rate earned on Council term deposits compared to the interest rate applying to this loan.



**ITEM 6 (continued)**

<b>Comparative Financial Data</b>		
<b>Council Loan Current interest rate</b>		
Current interest rate		5.13%
<b>Term Deposit</b>		
Current average interest rate		5.98%
<b>Debt Service Ratio</b>		
Category 3 Councils	2008/09	2.35%
City of Ryde	2009/10	0.80%

Due to the favourable terms negotiated with this loan, and the current economic climate, Council is earning a higher rate of return in investing these funds than it is paying as loan interest – i.e. it produces a positive cash inflow to Council.

On this basis, there is no advantage to Council in changing these arrangements or repaying this loan earlier than planned.

**Types of Investments:**

**At Call** refers to funds held at a financial institution, and can be recalled by Council either same day or on an overnight basis.

A **Floating Rate Note (FRN)** is a longer term investment issued by a financial institution with a variable interest rate. The adjustments to the interest rate are usually made quarterly, and are tied to a certain money market index such as the Bank Bill Swap Rate.

A **Floating Rate CDO** or **Collateralised Debt Obligation (CDO)** is an investment backed by a diversified pool of one or more classes of debt. These investments are for longer terms and offer a higher rate of interest. Credit ratings are assigned to these investments as detailed in the portfolio.

**Credit Rating Information**

Credit ratings are generally a statement as to an institution's credit quality. Ratings ranging from AAA to BBB- (long term) are considered investment grade.

A general guide as to the meaning of each credit rating is as follows:

AAA:	the best quality companies, reliable and stable
AA:	quality companies, a bit higher risk than AAA
A:	economic situation can affect finance
BBB:	medium class companies, which are satisfactory at the moment
BB:	more prone to changes in the economy
B:	financial situation varies noticeably

**ITEM 6 (continued)**

- CCC: currently vulnerable and dependent on favourable economic conditions to meet its commitments
- CC: highly vulnerable, very speculative bonds
- C: highly vulnerable, perhaps in bankruptcy or in arrears but still continuing to pay out on obligations
- D: has defaulted on obligations and it is believed that it will generally default on most or all obligations

**ITEM 6 (continued)**

INVESTMENT SUMMARY AS AT 31 OCTOBER 2010

Issuer	Investment Name	Investment Rating	Invested at 31-Oct-10 \$'000's	Annualised Period Return (%)	12 Month Average Return on Current Investments (%)	Return since 01 July 2010	% of Total Invested	Indicative Market Value ** \$'000's	% Market Value
CBA	1. Shield Series 21	AA	500	4.16	4.31	4.92	0.72	606	121.10%
Select Access Investments (no 2) Ltd	2. Titanium AAA	A+	2,000	5.74	5.35	5.80	2.87	1,994	99.71%
Alpha Financial Products	3. Alpha	CCC-	0	1.55	1.36	1.55	0.00	0	0.00%
Helix Capital	4. OASIS	CCC-	0	6.28	5.86	6.33	0.00	0	0.00%
Westpac	5. FOCUS Note	AA	500	0.00	0.00	0.00	0.72	469	93.89%
Westpac	6. Camelotfund	AA	500	0.00	0.00	0.00	0.72	473	94.60%
Grange	7. Grange IMP	Unrated	750	21.49	12.87	22.07	1.08	750	100.00%
AB Svensk Exportkredit	8. Global Protected Property Note VII	AA+	1,000	0.00	0.00	0.00	1.44	929	92.94%
Longreach	9. Longreach CPWF	AAA	2,000	2.01	1.99	1.96	2.87	1,922	96.11%
Obelisk Trust 2007-3	10. Covent Garden	C	0	1.22	1.80	1.10	0.00	0	0.00%
Credit Suisse First	11. Trident	A+	1,000	11.87	18.72	34.79	1.44	1,134	113.44%
Westpac	12. Westpac At Call	AA	7,386	4.29	4.42	4.54	10.61	7,386	100.00%
CBA	13. CBA TCD 5 Yr (Floating)	AAA	1,000	6.12	5.64	6.18	1.44	1,029	102.91%
CBA	14. CBA TCD 5 Yr (Fixed)	AAA	995	6.02	6.03	6.02	1.43	1,004	100.95%
BoQ	15. Bank of Queensland TD	AAA	1,000	6.29	5.04	6.29	1.44	1,000	100.00%
ANZ	16. ANZ TD	AA	1,000	5.97	4.78	5.59	1.44	1,000	100.00%
ANZ	17. ANZ Term Deposit	AA	1,000	5.84	5.73	5.84	1.44	1,000	100.00%
NAB	18. NAB Term Deposit	AA	1,000	6.17	4.95	6.17	1.44	1,000	100.00%
Police & Nurses Credit Union	19. Police & Nurses Credit Union	AAA	1,000	5.93	6.10	5.99	1.44	1,000	100.00%
NSW Teachers CU	20. NSW Teachers CU TD	AAA	1,000	5.97	6.00	5.97	1.44	1,000	100.00%
Bankwest	21. Bankwest TD	AA	1,000	5.78	5.42	5.75	1.44	1,000	100.00%
DefCredit	22. Defence Credit Union TD	AAA	1,000	6.08	6.26	6.15	1.44	1,000	100.00%
Railways CU	23. Railways CU	AAA	1,000	5.88	5.99	5.90	1.44	1,000	100.00%
New England Credit Union	24. New England CU TD	AAA	1,000	6.20	6.08	6.14	1.44	1,000	100.00%
Qld Police CU	25. Qld Police CU TD	AAA	1,000	6.14	6.07	6.13	1.44	1,000	100.00%
Qld Country CU	26. Qld Country Credit Union	AAA	1,000	5.66	5.96	5.93	1.44	1,000	100.00%
Community CPS	27. Community CPS TD	AAA	1,000	6.14	6.25	6.30	1.44	1,000	100.00%
Hunter United Credit Union	28. Hunter United Credit Union TD	AAA	1,000	5.88	5.98	5.99	1.44	1,000	100.00%
CUA	29. Credit Union Australia TD	AAA	1,000	6.24	6.13	6.24	1.44	1,000	100.00%
Coastline CU	30. Coastline Credit Union TD	AAA	1,000	6.30	6.29	6.30	1.44	1,000	100.00%
Savings & Loans CU	31. Savings & Loans CU	AAA	1,000	6.08	6.22	6.14	1.44	1,000	100.00%
Bank of Cyprus (Aust)	32. Bank of Cyprus (Aust) TD	AAA	1,000	7.12	7.12	7.12	1.44	1,000	100.00%
Australian Defence Credit Union	33. Australian Defence CU TD	AAA	1,000	5.73	5.88	5.84	1.44	1,000	100.00%
Rural Bank	34. Rural Bank	AAA	1,000	6.55	6.48	6.50	1.44	1,000	100.00%
Banana Coast CU	35. Banana Coast CU TD	AAA	1,000	6.25	6.37	6.31	1.44	1,000	100.00%
Qantas Staff CU	36. Qantas Staff CU TD	AAA	1,000	6.14	6.10	6.04	1.44	1,000	100.00%
Southern Cross CU	37. Southern Cross CU TD	AAA	1,000	5.98	5.95	5.98	1.44	1,000	100.00%
SGE CU	38. SGE Credit Union TD	AAA	1,000	5.83	5.83	5.94	1.44	1,000	100.00%
B&E Ltd	39. B & E Building Soc TD	AAA	1,000	5.88	5.92	5.93	1.44	1,000	100.00%
Victoria Teachers CU	40. Victoria Teachers CU	AAA	1,000	6.19	6.38	6.32	1.44	1,000	100.00%
CBA	41. CBA TD	AAA	1,000	6.14	6.07	6.09	1.44	1,000	100.00%
ME Bank	42. ME Bank TD	AAA	1,000	6.26	6.15	6.21	1.44	1,000	100.00%
IMB	43. IMB TD	AAA	1,000	6.19	6.19	6.19	1.44	1,000	100.00%
Bankwest	44. Bankwest TD	AAA	1,000	6.30	5.28	6.30	1.44	1,000	100.00%
Sutherland CU	45. Sutherland CU TD	AAA	1,000	5.88	6.32	6.27	1.44	1,000	100.00%
Summerland CU	46. Summerland CU TD	AAA	1,000	6.14	6.28	6.26	1.44	1,000	100.00%
Wide Bay CU	47. Wide Bay CU TD	AAA	1,000	6.09	6.27	6.25	1.44	1,000	100.00%
Manly Warringah CU	48. Manly Warringah CU TD	AAA	1,000	6.50	6.23	6.23	1.44	1,000	100.00%
Queenslanders CU	49. Queenslanders CU TD	AAA	1,000	6.28	6.51	6.48	1.44	1,000	100.00%
HBS	50. Heritage Bldg Soc TD	AAA	1,000	6.25	6.24	6.24	1.44	1,000	100.00%
Warwick CU	51. Warwick CU TD	AAA	1,000	5.55	5.78	5.70	1.44	1,000	100.00%
Maitland Mutual	52. Maitland Mutual Bldg Soc TD	AAA	1,000	5.93	5.91	5.92	1.44	1,000	100.00%
Bankwest	53. Bankwest TD	AA	1,000	5.93	5.89	5.97	1.44	1,000	100.00%
AMP	54. AMP eASYsaver	AAA	989	5.50	5.53	5.50	1.42	989	100.00%
South West CU	55. South West CU TD	AAA	1,000	5.96	6.18	6.09	1.44	1,000	100.00%
CBA	56. CBA Term Deposit	AA	1,000	6.09	5.65	5.67	1.44	1,000	100.00%
Gateway CU	57. Gateway CU TD	AAA	1,000	6.40	6.40	6.40	1.44	1,000	100.00%
Rabobank	58. Rabobank TD	AAA	500	6.00	6.00	6.00	0.72	500	100.00%
Rabobank	59. Rabobank TD	AAA	500	6.00	6.00	6.00	0.72	500	100.00%
Suncorp-Metway	60. Suncorp-Metway TD	AAA	1,000	6.40	6.40	6.40	1.44	1,000	100.00%
Bankwest	61. Bankwest TD	AA	1,000	6.35	5.44	6.35	1.44	1,000	100.00%
Newcastle Perm Bldg Soc	62. Newcastle Perm Bldg Soc	AAA	1,000	6.07	6.07	6.07	1.44	1,000	100.00%
Queensland Teachers CU	63. Queensland Teachers CU	AAA	1,000	5.89	5.87	5.87	1.44	1,000	100.00%
ING	64. ING TD	AAA	1,000	6.46	6.46	6.46	1.44	1,000	100.00%
Greater Bldg Soc	65. Greater Bldg Soc TD	AAA	1,000	6.25	6.25	6.25	1.44	1,000	100.00%
Holidaycoast CU	66. Holidaycoast CU TD	AAA	1,000	6.19	6.19	6.19	1.44	1,000	100.00%
The Rock Bldg Soc	67. The Rock Bldg Soc TD	AAA	1,000	5.85	5.85	5.85	1.44	1,000	100.00%
<b>TOTALS/WEIGHTED AVERAGES</b>			<b>69,620</b>	<b>5.66</b>	<b>5.65</b>	<b>6.07</b>	<b>100</b>	<b>69,687</b>	

\*Monthly returns when annualised can appear to exaggerate performance

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

**ITEM 6 (continued)****Certificate of the Acting Chief Finance Officer**

	Annualised Period Return (%)	12 Month Average Return on Current Investments (%)	Return since 01 July 2010
<b>Return including Matured/Traded Investments Weighted Average Return</b>	5.67	5.64	6.06
<b>Benchmark Return: UBSA 1 Year Bank Bill Index (%)</b>	<b>5.05</b>	<b>4.47</b>	<b>4.91</b>
<b>Variance From Benchmark (%)</b>	<b>0.62</b>	<b>1.17</b>	<b>1.15</b>

**Investment Income**

	<b>\$000's</b>
This Period	333
Financial Year To Date	1,662
Budget Profile	1,285
Variance from Budget - \$	<b>377</b>

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, with the exception of the following investments:

Grange IMP	- Quartz CDO	CCC-
	- Merimbula CDO	NR
	- Glenelg CDO	CCC
	- Scarborough CDO	CCC-
	- Torquay CDO	CCC-
	- Global Bank Note CDO	NR
Oasis CDO		CCC-
ALPHA CDO		CCC-
Covent Garden		C



John Todd      Date: 09/11/2010

**Council's Investment Powers**

Council's investment powers are regulated by Section 625 of the Local Government Act, which states:

- (1) A council may invest money that is not, for the time being, required by the council for any other purpose.
- (2) Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.
- (3) An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.
- (4) The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.

**ITEM 6 (continued)**

Council's investment policy requires that all investments are to be made in accordance with:

- Local Government Act 1993 - Section 625
- Local Government Act 1993 - Order (of the Minister) dated 31 July 2008
- The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
- Local Government (Financial Management) Regulation 1993
- Investment Guidelines issued by the Department of Local Government

The Department of Local Government has released new guidelines aimed at assisting Councils in developing a comprehensive investment policy.

Council Officers, working with its investment advisor, Oakvale Capital Limited have developed a revised Investment Policy based on the new DLG Investment Guidelines and the revised Investment Policy was approved by Council at its meeting on 28 September 2010.

**Overview of Investments**

A brief overview of all investments held by the City of Ryde is provided;

1. **CBA - Shield Capital Protected Series 21 (AAp):** Council invested in the Shield Capital Protected Hedge Fund Note on 24 March 2004. This is a medium to long term investment (3-7 years) and matures on 28 February 2011. The investment is capital guaranteed by CBA on maturity. The note is linked to the performance of a diversified fund of hedge funds, being Colonial First State Wholesale Global Diversified Strategies Fund. The target return at maturity is anticipated to be over 10% pa annualised. This is a volatile investment that has active market exposure. No fees are payable by Council on this investment.
2. **Titanium (Originally AAA now A):** CDO with a portfolio of a minimum of 100 investment grade names, paying 80 bps over 90 days BBSW. This investment was purchased on 14 June 2005. The investment is for 5.5 years and matures on 14 December 2010. This CDO was downgraded to A with advice being received in late December 2009. No fees are payable by Council on this investment.
3. **FRN Alpha (Originally AA now CCC-):** This is a CDO that pays 250 bps above 180 day BBSW. This investment was purchased on 11 April 2006. The investment is for 6 years and matures on 20 March 2012. The CDO containing 2 separate portfolios, a capital portfolio and an income portfolio. The 2 portfolios are managed to maintain ratings stability. The CDO was previously downgraded to A- on 25 September 2008 and has now been downgraded to BBB watch negative on 31 October 2008, downgraded to B+ on 5 February 2009, to CCC in August 2009, and subsequently to CCC- in March 2010. No fees are payable by Council on this investment. Council impaired this investment to a nominal value at its meeting of 25 May 2010 with such being funded from the Financial Security Reserve.



**ITEM 6 (continued)**

- 4. OASIS (Originally AA now CCC-):** This is a CDO that pays 140 bps above 90 day BBSW. This investment was purchased on 4 September 2006. The investment is for 8 years and matures on 4 September 2014. This is a CDO that is actively managed by Société Générale. The CDO was downgraded to BBB- on 29 September 2008 with advice being received in early April 2009 that this investment has been further downgraded to CCC-. No fees are payable by Council on this investment. Council impaired this investment to a nominal value at its meeting of 25 May 2010 with such being funded from the Financial Security Reserve.
- 5. FOCUS Note (AAp):** This investment was purchased on 20 December 2006. This is a medium to long term investment (3-7 years) and matures on 20 December 2012. The capital of the investment is guaranteed by Westpac on maturity. This investment consists of a dynamically managed portfolio comprising investments in the BT Focus Australian Share Fund, and aims to outperform the S&P/ASX 300 Accumulation Index by 5% over a 3 to 5 year horizon. Westpac receive a principal protection fee of 0.90 p.a., an upfront structuring and distribution fee of 2.50%. BT Financial Group receives a management fee of 0.60% p.a., and a performance fee of 15%. The performance fee is only paid if the performance of the fund before fees exceeds the S&P/ASX Accumulation index plus the management fee. On 28 October 2008 advice was received that the recent volatility in the global financial markets had triggered the capital protection mechanism in this investment with 100% of the portfolio now invested in a zero coupon bond. Council will not receive any further coupon payments between now and the December 2012 maturity date but will receive the full face value of the investment at maturity.
- 6. Camelotfund (AAp):** This investment was purchased on 1 March 2007. The investment is for 5 years and matures 25 January 2012. This investment is in a fund that provides opportunity to diversify into a foreign exchange strategy with low correlation to other products and asset classes. Short term (i.e. monthly) returns on this note will be volatile. The SPV set up by Westpac receives a distribution fee of 2% of the note value, and the manager receives a management fee of 1% p.a., and a performance fee of 15% above 6M BBSW. Westpac receives a capital protection fee of 1% p.a. times NAV. This investment is capital protected by Westpac.
- 7. Grange (Lehman Brothers) IMP:** This is a portfolio of FRNs, CDOs and Bank issued securities managed by Grange Securities on Council's behalf. Lehman Brothers have cancelled the management agreement, and this portfolio is currently static. The IMP comprises the following investments:

<i>Investment</i>	<i>Maturing</i>	<i>Call Date</i>
Quartz CDO	20/10/2010	20/12/2008
Flinders CDO	20/03/2012	20/03/2009
Torquay CDO *	20/06/2013	20/06/2009
Merimbula CDO	20/06/2013	
Scarborough CDO *	23/06/2014	23/06/2009



**ITEM 6 (continued)**

Glenelg CDO *	22/12/2014	22/06/2009
AAA (Berryl) Global Bank Note CDO	20/09/2014	
HSBC FRN *	22/09/2016	22/09/2011

\* If not called an additional margin paid

8. **Global Protected Property Note VII (AAp+):** This investment was purchased on 13 March 2007. The investment is for 4.5 years and matures on 20 September 2011. It is a capital guaranteed investment which provides Council with a return on maturity based on the performance of three international property funds. It is anticipated that performance at the commencement of this investment will be low, with returns geared heavily towards the end life of the investment. This note was invested in as a result of a swap out of the earlier series VI note, in which Council realised a profit of \$237K capital profit after 9 months. Capital protection fee of 1.1% to Svensk Export Kredit.
9. **Longreach Capital Protected Wholesale Fund (AAAp):** This investment is in property, infrastructure and utilities. This investment was purchased on 16 May 2007. The investment is for 5 years and matures on 16 May 2012. The Fund Manager's expectation is a target range of 8% to 10% pa over the life of the investment. Council receives a minimum coupon of 2% pa. There is a fee of 0.95% pa payable of the capital protection amount, plus a performance fee of 25% if the fund performs at or above UBS Bank Bill Index + 4%.
10. **Covent Garden (Originally AA now C):** This is a managed CDO paying 120 bps over 90 day BBSW. This investment was purchased on 6 July 2007. The investment is for 5 years and matures on 20 September 2012. Advice was received on 11 November 2008 that this investment has been downgraded to CCC and then to C. No fees are payable by Council on this investment. Council impaired this investment to a nominal value at its meeting of 25 May 2010 with such being funded from the Financial Security Reserve.
11. **Trident (Originally AA now Ap+):** This investment was purchased on 30 May 2007. The investment is for 4 years and matures on 30 May 2011. The investment which is capital protected has exposure to a basket of bond funds, with a coupon paid 6 monthly of 50% of the positive performance of the funds, with the other 50% being reinvested. There is a distribution fee charged upfront of 2%, plus a principal protection fee of 0.95% p.a. of the portfolio value, plus a leverage charge of USD 30 day LIBOR +0.50% p.a. on any leverage amount.
12. **Westpac At Call Account (AA):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
13. **CBA TCD 5 Yr (Floating) (AAA):** This is a floating rate note issued at a margin of 120 points above 90 day BBSW, maturing 17 December 2013. Council took up the optional government guarantee on this investment at a fee of 70 basis points.

**ITEM 6 (continued)**

- 14. CBA TCD 5 Yr (Fixed) (AAA):** This is a fixed rate note issued at 5.75% above 90 day BBSW, maturing 17 December 2013. Council took up the optional government guarantee on this investment at a fee of 70 basis points.
- 15. Bank of Queensland Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.13% (6.29% annualised) and matures on 25 January 2010. No fees are payable by Council on this investment.
- 16. ANZ Term Deposit (AA):** This investment is a 120 day term deposit paying 5.85% (5.97% annualised) and matures on 16 December 2010. No fees are payable by Council on this investment.
- 17. ANZ Term Deposit (AA):** This investment is a 90 day term deposit paying 5.72% (5.84% annualised) and matures on 1 November 2010. No fees are payable by Council on this investment.
- 18. NAB Term Deposit (AAA):** This investment is a 180 day term deposit, paying 6.08% (6.17% annualised) and matures on 25 February 2011. No fees are payable by Council on this investment.
- 19. Police & Nurses Credit Union (AAA):** This investment is a 900 day term deposit, paying 5.80% (5.93% annualised) and matures on 25 February 2011. No fees are payable by Council on this investment.
- 20. NSW Teachers Credit Union Term Deposit (AAA):** This investment is a 180 day term deposit paying 5.88% (5.97% annualised) and matures on 4 November 2010. No fees are payable by Council on this investment.
- 21. Bankwest Term Deposit (AA):** This investment is a 70 day term deposit paying 5.65% (5.78% annualised) and matures on 14 December 2010. No fees are payable by Council on this investment.
- 22. Defcredit Credit Union Term Deposit (AAA):** This investment is a 90 day term deposit paying 5.95% (6.08% annualised) and matures on 1 November 2010. No fees are payable by Council on this investment.
- 23. Railways Credit Union Term Deposit (AAA):** This investment is a 60 day term deposit paying 5.74% (5.88% annualised) and matures on 5 November 2010. No fees are payable by Council on this investment.
- 24. New England Credit Union Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.11% (6.20% annualised) and matures on 9 March 2011. No fees are payable by Council on this investment.
- 25. Queensland Police Credit Union Term Deposit (AAA):** This investment is a 183 day term deposit paying 6.05% (6.14% annualised) and matures on 15 February 2011. No fees are payable by Council on this investment.

**ITEM 6 (continued)**

- 26. Queensland Country Credit Union Term Deposit (AAA):** This investment is a 62 day term deposit paying 5.53% (5.66% annualised) and matures on 15 November 2010. No fees are payable by Council on this investment.
- 27. Community CPS Credit Union Term Deposit (AAA):** This investment is a 182 day term deposit paying 6.05% (6.14% annualised) and matures on 18 April 2010. No fees are payable by Council on this investment.
- 28. Hunter United Employees CU Term Deposit (AAA):** This investment is a 90 day term deposit paying 5.75% (5.88% annualised) and matures on 19 January 2010. No fees are payable by Council on this investment.
- 29. Credit Union Australia Term Deposit (AAA):** This investment is a 182 day term deposit paying 6.15% (6.24% annualised) and matures on 10 January 2011. No fees are payable by Council on this investment.
- 30. Coastline Credit Union Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.20% (6.30% annualised) and matures on 21 December 2010. No fees are payable by Council on this investment.
- 31. Savings & Loans CU Term Deposit (AAA):** This investment is a 91 day term deposit paying 5.95% (6.08% annualised) and matures on 30 November 2010. No fees are payable by Council on this investment.
- 32. Bank of Cyprus (Aust) Term Deposit (AAA):** This investment is a 19 month term deposit paying 7.00% (7.12% annualised) and matures on 30 September 2011. No fees are payable by Council on this investment.
- 33. Australian Defence Force CU Term Deposit (AAA):** This investment is a 62 day term deposit paying 5.60% (5.73% annualised) and matures on 6 December 2010. No fees are payable by Council on this investment.
- 34. Rural Bank Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.45% (6.55% annualised) and matures on 7 March 2010. No fees are payable by Council on this investment.
- 35. Banana Coast Credit Union (AAA):** This investment is a 6 month term deposit paying 6.15% (6.25% annualised) and matures on 1 March 2011. No fees are payable by Council on this investment.
- 36. Qantas Staff CU Term Deposit (AAA):** This investment is a 182 day term deposit paying 6.05% (6.14% annualised) and matures on 11 April 2010. No fees are payable by Council on this investment.
- 37. Southern Cross CU Term Deposit (AAA):** This investment is a 90 day term deposit paying 5.85% (5.98% annualised) and matures on 14 December 2010. No fees are payable by Council on this investment.

**ITEM 6 (continued)**

- 38. SGE Credit Union Term Deposit (AAA):** This investment is a 91 day term deposit paying 5.71% (5.83% annualised) and matures on 18 January 2011. No fees are payable by Council on this investment.
- 39. B & E Ltd Building Society Term Deposit (AAA):** This investment is a 90 day term deposit paying 5.75% (5.88% annualised) and matures on 14 December 2010. No fees are payable by Council on this investment.
- 40. Victoria Teachers CU Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.10% (6.19% annualised) and matures on 21 March 2011. No fees are payable by Council on this investment.
- 41. CBA Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.05% (6.14% annualised) and matures on 21 March 2011. No fees are payable by Council on this investment.
- 42. Members Equity Bank Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.16% (6.26% annualised) and matures on 31 January 2011. No fees are payable by Council on this investment.
- 43. IMB Building Society Term Deposit (AAA):** This investment is a 181 day term deposit paying 6.10% (6.19% annualised) and matures on 4 April 2010. No fees are payable by Council on this investment.
- 44. Bankwest Term Deposit (AAA):** This investment is a 182 day term deposit paying 6.20% (6.30% annualised) and matures on 10 January 2011. No fees are payable by Council on this investment.
- 45. Sutherland Credit Union Term Deposit (AAA):** This investment is a 91 day term deposit paying 5.75% (5.88% annualised) and matures on 10 January 2011. No fees are payable by Council on this investment.
- 46. Summerland Credit Union Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.05% (6.14% annualised) and matures on 11 April 2011. No fees are payable by Council on this investment.
- 47. Wide Bay Credit Union Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.00% (6.09% annualised) and matures on 11 April 2011. No fees are payable by Council on this investment.
- 48. Manly Warringah Credit Union Term Deposit (AAA):** This investment is a 181 day term deposit paying 6.40% (6.50% annualised) and matures on 18 April 2011. No fees are payable by Council on this investment.
- 49. Queenslanders Credit Union Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.18% (6.28% annualised) and matures on 27 April 2011. No fees are payable by Council on this investment.

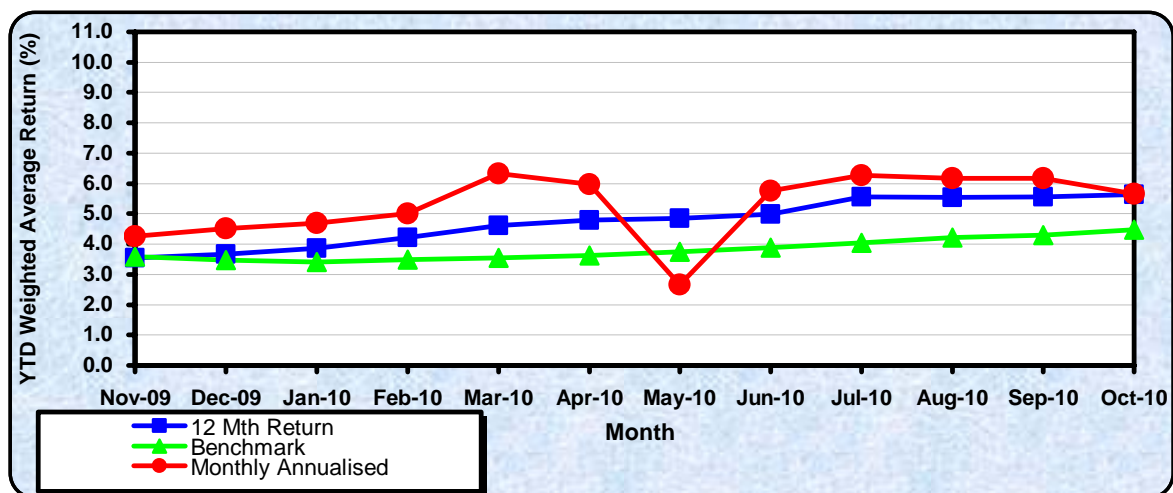
**ITEM 6 (continued)**

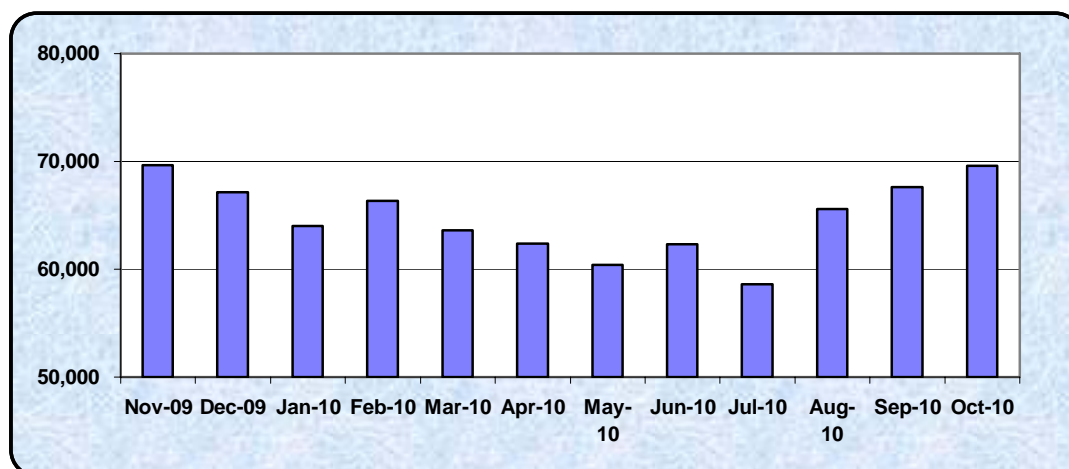
- 50. Heritage Building Society Term Deposit (AAA):** This investment is a 6 month term deposit paying 6.15% (6.25% annualised) and matures on 27 April 2011. No fees are payable by Council on this investment.
- 51. Warwick Credit Union Term Deposit (AAA):** This investment is a 30 day term deposit paying 5.41% (5.55% annualised) and matures on 17 November 2010. No fees are payable by Council on this investment.
- 52. Maitland Mutual Building Society Term Deposit (AAA):** This investment is a 90 day term deposit paying 5.80% (5.93% annualised) and matures on 1 November 2010. No fees are payable by Council on this investment.
- 53. Bankwest Term Deposit (AA):** This investment is a 90 day term deposit paying 5.80% (5.93% annualised) and matures on 16 November 2010. No fees are payable by Council on this investment.
- 54. AMP eASYsaver at call account (AAA):** This investment is an at-call account earning 5.50%. No fees are payable by Council on this investment.
- 55. South West Credit Union Term Deposit (AAA):** This investment is a 92 day term deposit paying 5.83% (5.96% annualised) and matures on 24 November 2010. No fees are payable by Council on this investment.
- 56. Gateway Credit Union Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.30% (6.40% annualised) and matures on 14 December 2010. No fees are payable by Council on this investment.
- 57. CBA Term Deposit (AA):** This investment is a 182 day term deposit paying 6.00% (6.09% annualised) and matures on 27 April 2011. No fees are payable by Council on this investment.
- 58. Rabobank Term Deposit (AAA):** This investment is a 187 day term deposit paying 5.91% (6.00% annualised) and matures on 22 December 2010. No fees are payable by Council on this investment.
- 59. Rabobank Term Deposit (AAA):** This investment is a 180 day term deposit paying 5.91% (6.00% annualised) and matures on 15 December 2010. No fees are payable by Council on this investment.
- 60. Suncorp-Metway Term Deposit (AAA):** This investment is a 180 day term deposit paying 6.30% (6.40% annualised) and matures on 24 Jan 2011. No fees are payable by Council on this investment.
- 61. Bankwest Term Deposit (AA):** This investment is a 180 day term deposit paying 6.25% (6.35% annualised) and matures on 27 Jan 2011. No fees are payable by Council on this investment.

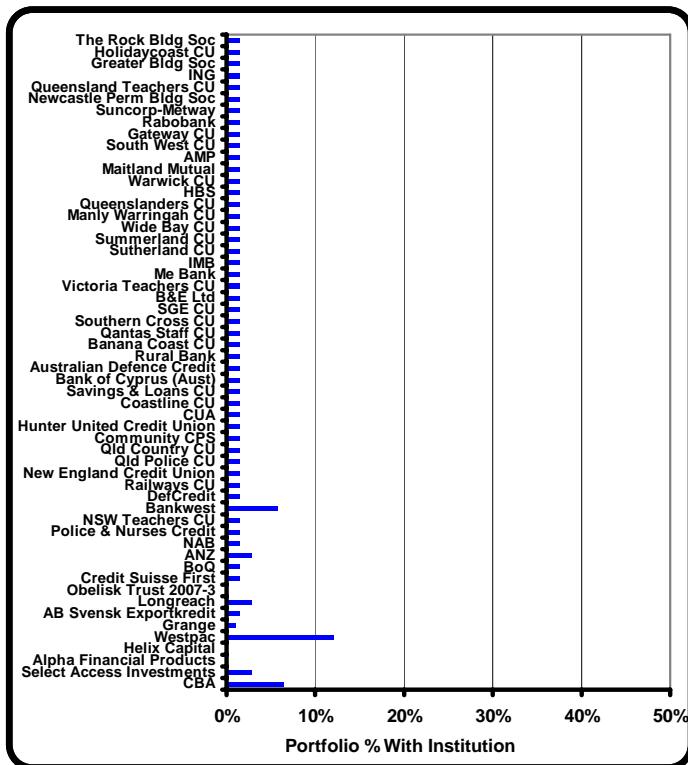
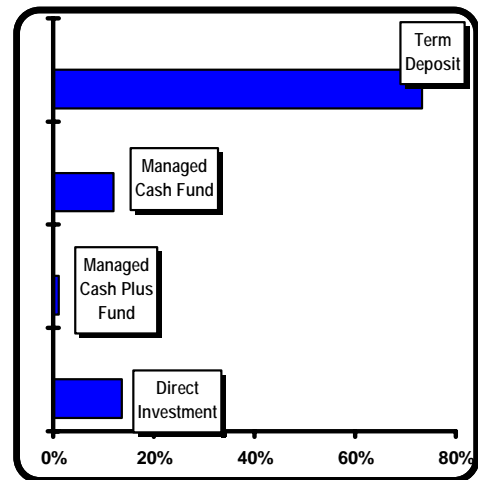
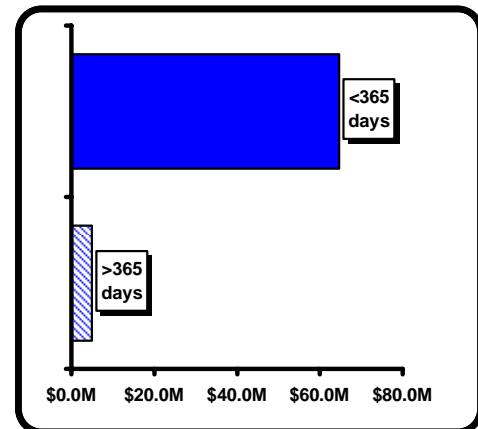
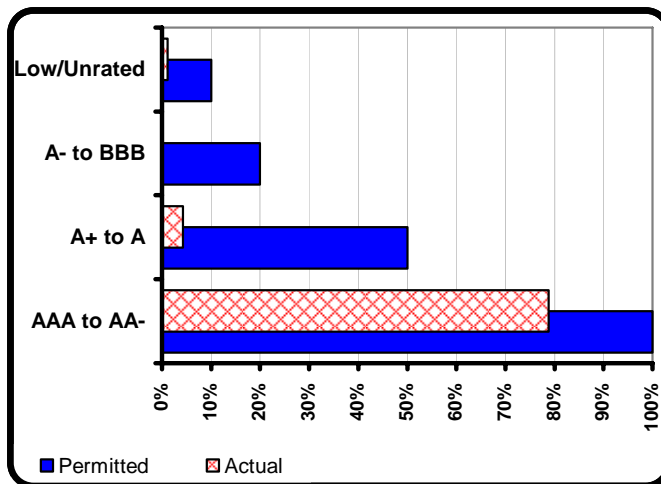


**ITEM 6 (continued)**

- 62. Newcastle Permanent Building Society (AAA):** This investment is a 90 day term deposit paying 5.94% (6.07% annualised) and matures on 27 Jan 2011. No fees are payable by Council on this investment.
- 63. Queensland Teachers CU (AAA):** This investment is a 63 day term deposit paying 5.75% (5.89% annualised) and matures on 15 Nov 2010. No fees are payable by Council on this investment.
- 64. ING Term Deposit (AAA):** This investment is a 181 day term deposit paying 6.36% (6.46% annualised) and matures on 17 Feb 2011. No fees are payable by Council on this investment.
- 65. Greater Building Society (AAA):** This investment is a 181 day term deposit paying 6.15% (6.25% annualised) and matures on 14 March 2011. No fees are payable by Council on this investment.
- 66. Holiday Coast Credit Union (AAA):** This investment is a 181 day term deposit paying 6.10% (6.19% annualised) and matures on 15 March 2011. No fees are payable by Council on this investment.
- 67. The Rock Building Society (AAA):** This investment is a 92 day term deposit paying 5.73% (5.85% annualised) and matures on 6 January 2011. No fees are payable by Council on this investment.

**Investment Performance - All Investments**

**ITEM 6 (continued)****Total Funds Invested**

**ITEM 6 (continued)****Active Investment Summary By Institution****Summary By Investment Type****Summary By Duration****Active Investment Summary By Credit Rating**

	>365 days	<365 days
FRN's	\$1.0M	\$0.0M
CDO's	\$0.0M	\$2.0M
Other	\$3.0M	\$2.5M
Mgd Funds	\$0.0M	\$0.8M
Cash/TDs	\$1.0M	\$59.4M
	<b>\$5.0M</b>	<b>\$64.6M</b>

**Consultation**

Council business units consulted included:-

- Finance Unit

Internal Workshops held:-

- Nil



**ITEM 6 (continued)**

External public consultation included:-

- Nil

Council officers have regular discussions and meetings with Investment Issuers and Council's Investment Advisor Oakvale Capital Limited to monitor the impact of market conditions on the performance of Council's investments and the economic outlook.

**Critical Dates**

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

**Financial Impact**

Income from interest on investments totals \$1.66M, being \$377K above budget projections as per the 2010-2014 Management Plan which has improved Council's financial position.

Of this amount \$301K relates to the sale of the Lehmans/ Grange IMP - Flinders CDO with these proceeds being held in Council's Financial Security Reserve. The Financial Security Reserve currently has a balance of \$508K.

Council is projecting an income from interest on investments of \$3.3M for the 2010/11 year, which will be reviewed in each Quarterly Review of the Budget/Management Plan.

**Policy Implications**

There are no policy implications through the adoption of the recommendation.

The recommendation is consistent with Section 625 of the Local Government Act, which deals with the investment of surplus funds by Council's.

**Other Options**

Not applicable

**Conclusion**

Council's year to date return to October 2010 is 6.06%, which is 1.15% above the benchmark.

Council has improved its financial position by \$301K through the proposed sale of the Flinders CDO and in doing so has also reduced its exposure and level of risk in its investment portfolio.

Council continues to invest under the Federal Government's guarantee in Term Deposits with a range of Approved Deposit Taking Institutions (ADIs) for periods ranging from 30 days up to 6 months, to take advantage of the competitive rates that are available.

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**7 SPORTS FLOODLIGHTING**

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**Report prepared by:** Coordinator Recreation; Manager Stormwater and Park Assets  
**Report dated:** 3/11/2010 **File No.:** GRP/10/2/001/3 - BP10/663

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**Report Summary**

Further to the report to Council of 13 October 2009 (**ATTACHMENT 1**), the purpose of this report is to update Council on progress on sports lighting projects currently in progress as well as an assessment of the projects proposed as a result of the expression of interest process conducted earlier this year.

**RECOMMENDATION:**

- (a) That Council endorse the installation of sports lighting at Pidding Park as part of the 2010/2011 Playing Field Lighting Program subject to a 60/40 funding split between Council and sporting groups to an approximate total cost to Council of \$51,000.
- (b) That Council endorse the upgrading of sports lighting at Magdala Park in accordance with the approved DA and subject to a 60/40 funding split between Council and sporting groups and that funding (once determined) is allocated as necessary within the 2010/2011 Playing Field Lighting Program and/or from the Asset Replacement Reserve.
- (c) That Council prioritise playing field lighting for training purposes and accordingly not pursue the upgrade of the training compliant sports lighting at Marsfield Park to competition standard at this time.
- (d) That Council lodge a development application for the sports lighting project at Waterloo Park in consultation with the relevant sporting groups.
- (e) That finalisation of a priority for sports lighting at Bill Mitchell, Bremner or Morrison Bay Parks be determined with further consultation with user groups and that a subsequent report come to Council.
- (f) That Council is provided an update on progress on all sports lighting projects within 6 months of the date of this report.

**ATTACHMENTS**

- 1 PLAYING FIELD LIGHTING PROGRAM 2009/2010 - Proposed Projects
- 2 Item 7 LIGHTING OF LOCAL SPORTSFIELDS -Audit and upgrade costs, Council Meeting, 10 February 2009, RESOLUTION

Report Prepared By:

**Peter Montague**  
**Coordinator Recreation**

**Austin Morris**  
**Manager Stormwater and Park Assets**

**ITEM 7 (continued)**

Report Approved By:

**Simon Harrison**  
**Manager Open Space**

**Simone Schwarz**  
**Group Manager - Community Life**

**Terry Dodds**  
**Group Manager - Public Works**

**ITEM 7 (continued)****Background**

At the meeting of 10 February 2009, Council resolved:

- “(a) That the report of the Landscape Assets Consultant and Recreation Coordinator dated 3 February 2009 concerning Lighting at Local Sports Fields – Audit and Upgrading Cost, be received and noted.*
- “(b) That the audit report, lighting plans, Upgrading Cost & Usage Matrix and this Report be placed on Public Exhibition, and seek stakeholders and residents comments.*
- “(c) That a further report be submitted to the Committee of the Whole following stakeholders and residents comments on the audit report and lighting plans.*
- “(d) That this matter be referred to the Sports Council for comment.”*

**(ATTACHMENT 2)**

An extensive consultation process was conducted with the community, sports users, Sports Council (now the Sport and Recreation Advisory Committee) plus a series of workshops with Councillors. A further report went to Council on 13 October 2009 summarising the outcomes from these workshops and Council resolved:

- “(a) That the report of the Manager Catchments & Assets, dated 1/10/2009 on PLAYING FIELD LIGHTING PROGRAM 2009/2010 - Proposed Projects, be received and noted.*
- “(b) That Council approve the upgrading of sports lighting at Meadowbank netball courts and Blenheim Park radio car circuit as part of the 2009/2010 Playing Field Lighting Program.*
- “(c) That Council endorse the lodging of development for playing field lights at Meadowbank Park netball courts, Pidding Park and Blenheim Park radio car circuit, as outlined in the above report.*
- “(d) That a further report be submitted to Council on Pidding Park, proposed sports lighting once the NSW grant funding is determined.”*

**(ATTACHMENT 1)****Report****Status of existing sports lighting projects**

The three projects discussed in the report to Council in October 2009 have all successfully been granted Development Approval. The current status of these projects for the 2010/2011 financial year is listed on the following page:

**ITEM 7 (continued)**

Location	Sporting Group	Status	Next Step	Construction date	Cost to Council
Meadow bank Park	Eastwood Ryde Netball Association (ERNA)	Construction Certificate, Tender documentation being prepared	Invite tenders for construction	February 2011	\$132,000
Pidding Park	Ryde Saints United FC	Construction Certificate, Tender documentation being prepared	Subject to Council resolution	TBA	\$51,000
Blenheim Park	Sydney Radio Controlled Car Club	Construction Certificate, Tender documentation being prepared	Invite quotations	February 2011	\$15,000

Ryde Saints United Football Club (RSUFC) has indicated that they could not meet the 40% contribution and could contribute a maximum of \$25,000, making the project at Pidding Park subject to successfully obtaining grant funding. RSUFC applied unsuccessfully for a NSW State Government Grant under the *Community Building Partnership Program*. Following this, Council successfully applied under the NSW State Government *Sport and Recreation Facility Grant Program* and secured \$35,000 for new sports lighting at Pidding Park. Consistent with the direction indicated in the report to Council of 13 October 2009, "if the grants are favourably determined, the grant funds would equally offset the quantum of Council's and the sporting group's contribution". Consequently the estimated cost to light Pidding Park has been reduced from \$120,000 to \$85,000. Based on the agreed 60:40 Council to sporting group funding split, the required contribution from RSUFC is \$34,000, \$9,000 more than the amount the club has indicated that they can contribute.

**Proposed Projects**

An Expression of Interest process was conducted in March/April this year and a number of organisations responded to this opportunity.

**Magdala Park**

North Ryde Soccer Club Inc (NRSC) was granted Development Approval for the installation of sports lighting at Magdala Park in 2005 with the project to be fully funded by the club. As the project was to be fully funded by NRSC, the scope of the project and cost estimates were not prepared by Council or provided to Council. To date one lighting pole with 4 lights has been installed and while the DA is over 5 years ago, as the works have commenced the approval remains valid.

**ITEM 7 (continued)**

NRSC returned an expression of interest for the completion of the remainder of the approved installation at Magdala. Both fields at Magdala Park have drainage and irrigation installed and are considered to be in a good condition to withstand additional usage from the full lighting of the facility. The facility also has an amenities block with access to storage which is a factor in the use of training facilities.

As it has been determined that a valid DA exists, it will be recommended that this project is endorsed by Council and that the project is progressed in conjunction with NRSC subject to the available funding in the 2010/11 budget based on the 60:40 Council to sporting group funding model as agreed in the Councillor workshops and discussed in the report of 13 October 2009. Once the project is scoped and costed, it will be apparent if this can be funded in the current financial year or will have to wait until the availability of additional funding from the 2011/12 budget from July 2011.

**Marsfield Park**

Hillview Junior Rugby Club returned an expression of interest for the upgrade of the existing lighting at Marsfield Park to the standard required for night time competition. In the report of 13 October 2009, Marsfield Park is identified as complying with the required standard for amateur level training and warrants no further action. Once Council determines that they have exhausted the available opportunities to install new or upgrade non-compliant sports lighting, then such a project to upgrade compliant fields to become competition fields will provide greater value to the community. At the present time it is recommended that Council does not contribute funding toward this project.

**Waterloo Park**

An expression of interest was received from Macquarie Dragons Soccer Club, NSW Flying Disc and Macquarie Saints Baseball Club to install sports lighting at Waterloo Park. The collaboration of users from different sports working together for the benefit of all is encouraging and makes it easier for them to meet the required financial contribution. The project will light a currently unlit facility, maximising the benefit across the city in terms of optimising the use of existing facilities and thereby taking some of the strain off other floodlit sportsgrounds. To date Waterloo has been used largely used on weekends in the winter season and for weekend baseball and summer soccer in the summer season. The field has irrigation installed and copes well with the current level of use. The impact of increased use of the playing surface is largely untested, especially during the winter season when there is no growth. It is anticipated that with the installation of lights it would be prudent to monitor closely the field condition and consider a field upgrade (re-levelling and drainage) within the next 4 years to better withstand with increased usage. Waterloo Park also has an amenities block with storage capability to accommodate training equipment.

**Bill Mitchell Park**

Gladesville Ravens Sports Club has confirmed their interest in installing floodlit facilities in the Gladesville area. The club proactively surveyed their members, the results of which expressed their member's preference for Bill Mitchell Park followed by Morrison Bay Park. Bill Mitchell was identified in the report to Council of 13 October 2010, indicating that the park should be considered for lighting but with a low priority mainly due to the proximity of local residents.

**ITEM 7 (continued)**

No irrigation or drainage is installed at Bill Mitchell and while the ground copes with the current level of use (predominantly weekends only) it is likely that the field would need to be upgraded before it could withstand additional usage. A new toilet block was recently completed at the park however there is only a minimal amount of available storage on site.

**Bremner Park**

Putney Rangers Football Club has confirmed their interest in the lighting of Bremner Park. Bremner was identified in the report to Council of 13 October 2009, indicating that the park should be considered for lighting but with a low priority mainly due to the proximity of local residents. To date Bremner has been largely used on weekends in the winter season and for weekend and midweek cricket in the summer season. The field has irrigation installed and copes well with the current level of use. The impact of increased use of the playing surface is largely untested, especially during the winter season when there is limited growth. It is anticipated that with the installation of lights it would be prudent to monitor closely the field condition and consider a field upgrade (re-levelling and drainage) within the next 4 years to better withstand with increased usage. Bremner Park also has an amenities block with storage capability to accommodate training equipment.

**Morrison Bay Park**

While Morrison Bay Park has not been ranked as their first preference by any of the EOI respondents, the report to Council of 13 October 2009 indicated that the facility should be considered for lighting and ranked this as a medium level priority. The facility has 6 playing fields (4 senior and 2 junior). Discussions held with Gladesville Ravens Sports Club and Putney Rangers Football Club have touched on the benefits of a combined proposal to light multiple fields at Morrison Bay Park over the individual proposals for Bill Mitchell and Bremner Parks. While detailed costings would need to be confirmed, it is likely that the level of infrastructure required at Morrison Bay would be significantly less than that required at Bill Mitchell and Bremner collectively and therefore would represent better value for money for Council and the sporting groups concerned. The potential for a collaborative project to light Morrison Bay Park should be explored more fully with Gladesville Ravens, Putney Rangers as well as providing opportunity for other users of Morrison Bay Park to contribute and benefit from the project.

**Tenure at grounds with upgraded sports lighting as a result of contributions by user groups**

In all discussions to date, user groups have raised the question of what guarantee of tenure they have at facilities toward which they have contributed as well as the possibility of an increased subsidy in recognition of the group's contribution. It is proposed that this matter is included as part of the Best Value Review of Sportsground Allocations and Maintenance.



**ITEM 7 (continued)****Consultation**

Internal Council business units consulted included:-

- Open Space
- Parks Assets
- Parks Maintenance

Internal Workshops held:-

- A number of Councillor Workshops were held in 2009 on sports lighting priorities across the city.

City of Ryde Advisory Committees consulted included:-

- The Sport and Recreation Advisory Committee have been consulted throughout the process to date.

External public consultation included:-

- An extensive community consultation process was conducted regarding sports lighting in 2009.

**Critical Dates**

Ideally the installation of lights at Pidding Park will be completed to allow use during the 2011 winter season from April 2011 onwards.

**Financial Impact**

The projects at Meadowbank, Pidding and Blenheim Parks are provided for in the 2010/11 budget.

Current Allocation	YTD Spent & Committed	Budget Remaining
\$256,000	\$102,000	\$154,000

The ongoing cost of maintaining these projects will be included in future operational budgets. Operational costs (electricity usage) are met via the fees and charges levied for the use of floodlighting specific to each facility.

**Policy Implications**

The recommendation is consistent with all relevant Plans of Management and with the previous direction of Council in previous reports and workshops regarding sports lighting.

**Other Options**

Council can opt:

- not to endorse the installation of sports lighting at Pidding Park;
- the upgrading of sports lighting at Magdala Park;
- to pursue the upgrade of the compliant sports lighting at Marsfield Park to competition standard;
- not to endorse the lodging of development application for sports lighting project at Waterloo Park with the relevant sporting groups;
- not to investigate further the possibility of sports lighting at Morrison Bay Park



**ITEM 7 (continued)****Conclusion**

Council has allocated a total of \$256,000 in the current budget. There are sufficient funds allocated in the 2010/11 budget to fund the approved sports lighting projects at Meadowbank Park Netball Courts, Blenheim Park Radio Controlled Car Track and Pidding Park.

The approved development at **Pidding Park** has successfully obtained grant funding reducing the overall estimated project cost to \$85,000. Based on the agreed 60/40 funding split, this will require a contribution of \$35,000 from Ryde Saints United Football Club, however, they have indicated that their maximum contribution is \$25,000.

In order for the project to proceed, RSUFC in partnership with Council can seek contributions from other stakeholders. Consistent with Council's direction to date, this report will recommend compliance with the 60/40 Council to sporting group funding split.

It has recently been confirmed that North Ryde Soccer Club's approved development to install lighting at **Magdala Park** remains valid. This project should be progressed subject to the agreed 60/40 funding split between Council and sports users. The project will extend the current lighting across the entire facility thereby optimising the use of existing facilities and enabling some of the strain to be taken off other floodlit sportsgrounds. The full cost of the project at Magdala Park is not yet known, however, it is likely that it will require additional funding from the 2011/12 budget to for full completion. The remaining funding in the 2010/11 budget (estimated at \$58,000) will be allocated to progress the project at Magdala Park where viable.

Consistent with the previously agreed direction of Council, the upgrading of the existing compliant sports lighting at **Marsfield Park** to meet competition standards is not considered a priority at this time.

The collaborative proposal to install sports lighting at **Waterloo Park** is a good example of users from different sports working together for their mutual benefit. The project would light a currently unlit facility, maximising the benefit across the city and optimising the use of existing facilities, thereby taking some of the strain off other floodlit sportsgrounds.

The possibility of installing sports lighting at **Morrison Bay Park** has been identified by Council as a higher priority than potential projects at **Bill Mitchell** and **Bremner** Parks. Sports lighting should still be considered at all of these facilities, however, the Morrison Bay Park project should be explored with all potential users prior to pursuing sports lighting at the other two parks.

**ITEM 7 (continued)****ATTACHMENT 1****11 PLAYING FIELD LIGHTING PROGRAM 2009/2010 - Proposed Projects**

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**Report prepared by:** Manager Catchments & Assets**Report dated:** 1/10/2009**File No.:** GRP/09/3/7 - BP09/781

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**Report Summary**

To provide Council with details of the projects proposed for implementation under the 2009/2010 Playing Field Lighting Upgrade Program.

**Background**

The results of an audit of playing field lighting within the City of Ryde and the costs of upgrading to Australian Standards were reported to Council on 10 February 2009 (Meeting No 01/09). At that meeting Council resolved:

- (a) That the report of the Landscape Assets Consultant and Recreation Coordinator, dated 3 February 2009 concerning Lighting at Local Sports Fields – Audit and Upgrading Cost, be received and noted;*
- (b) That the audit report, lighting plans, upgrading cost and usage matrix and this report be placed on public exhibition seeking stakeholder and resident comments;*
- (c) That a further report be submitted to the Committee of the Whole following stakeholder and resident comments on the audit report and lighting plan;*
- (d) That this matter be referred to the Sports Council for comment.*

In accordance with this resolution, an extensive community consultation process was undertaken, including with the Sports Council. The period of consultation commenced on 6 April 2009 and concluded on 11 May 2009. At the conclusion of the consultation period, a total of 1,013 submissions, which includes signed petitions, were received. Of the submissions received, 859 were received from sporting groups and organisations, with the remainder from residents.

A summary of the submissions was provided to Councillors on 22 May 2009 via the Councillor Information Bulletin (CIB), and a series of workshop sessions held with Councillors to further develop the playing field lighting program.

The following report summarises the outcomes of these workshops, and the more detailed consultation and design development phase undertaken with those sporting groups that expressed a willingness to contribute towards the costs of providing playing field lighting.

**Report**

Following the completion of community consultation on the results of the playing field lighting audit, two workshop sessions were held with Councillors, the first on 26 May 2009 and the second on 16 June 2009, the purpose of which was to analyse the results of the audit and the submissions received, and further develop the playing field lighting program.

**ITEM 7 (continued)****ATTACHMENT 1**

At the two (2) workshops, the Council agreed:

1. Not to proceed with the installation of playing field lighting at the following parks for reasons contained in Council's Report dated 10 February 2009 :
  - Darvall Park
  - Dunbar Park
  - Fontenoy Park
  - Gannan Park
  - Peel Park
2. The existing playing field lighting at the following parks conform with Australian Standards, and warrant no further action:
  - ELS Hall Park – Field 2
  - ELS Hall Park – Field 3
  - Marsfield Park – Field 1
  - Marsfield Park – Field 2
  - Monash Park.
3. Council also indicated that the following parks would be considered for sports lighting, but with the following priority:
  - Bremner Park (low)
  - Bill Mitchell Park (low)
  - Morrison Bay Park (medium)
  - Pioneer Park (low).
4. The following principles be adopted for staff to draft a prioritised playing field lighting program for Council's consideration (see draft Priority List which is forwarded to Councillors UNDER SEPARATE COVER).
  - Funds are to be distributed across a range of sporting categories (not all the same sport type);
  - Preference is to be given to sporting groups that contribute towards the estimated cost of the works based on a 60:40 Council to sporting group funding ratio;
  - Preference is to be given to sporting groups that jointly seek sports grant funding assistance with Council; and
  - The rate of winter sport participation (players per season), as this is when daylight is shortest.

**ITEM 7 (continued)****ATTACHMENT 1**

5. Commence negotiations and develop concept designs with the two (2) sporting groups which indicated, during the formal consultation period, a willingness to contribute to the costs of providing playing field lighting, these being:

- Eastwood Ryde Netball Association (ERNA); and
- Ryde Saints United.

As a result, staff have undertaken further consultation and design development with these sporting groups to develop an agreed playing field lighting design, and better capture likely capital costs. Note Council's Management Plan 2009-2013 provides an allocation of \$200,000 this financial year for Playing Field Lighting, and \$400,000 per annum of the remaining three years.

Following initial scoping meetings with the two sporting groups, Sylvania Lighting Pty. Ltd. were engaged by Council to develop a playing field lighting design for Meadowbank Park netball courts (zone 3) and Pidding Park. These designs are provided UNDER SEPARATE COVER.

Council has now received written funding proposals from ERNA and Ryde Saints United on the basis of these playing field lighting designs (also CIRCULATED UNDER SEPARATE COVER). Council has also received a submission from the Sydney Radio Control Off Road Car Club requesting the provision of flood lighting at Blenheim Park (CIRCULATED UNDER SEPARATE COVER). The Club has also indicated its willingness to contribute up to 40% of the estimated capital cost.

Table 1 below summarises the projects proposed for implementation in 2009/10, the estimated cost of each project, the estimated Council and sporting group contribution, based on the written proposals received from the three (3) sporting groups.

**Table 1. Summary of 2009/10 Playing Field Lighting Upgrade Program**

Park Name	Sporting Group	Estimated Cost	Estimated Council Contribution based on 60%.	Requested Sporting Group Contribution
Meadowbank Park Netball Courts (Zone 3)	Eastwood Ryde Netball Association	\$200,000	\$120,000	40% but not more than \$80,000
Pidding Park	Ryde Saints United	\$120,000	\$72,000	\$25,000 (*) (ie 21%)
Blenheim Park	Sydney Radio Control Off Road	\$8,400	\$5,040	\$3,360
<b>Estimated Totals</b>		<b>\$328,400</b>	<b>\$197,040</b>	<b>\$131,360</b>

(\*) There would be a shortfall of \$23,000 and would require success in the NSW Grant Funding proposed to fully fund the project.

It should be noted that playing field lighting proposals for Meadowbank Park and Pidding Park are both currently the subject of sports grant applications, which are not likely to be determined before November / December 2009. If these grants are

**ITEM 7 (continued)****ATTACHMENT 1**

favourably determined, the grant funds would equally offset the quantum of Council's and the sporting groups' contribution as noted above.

Subject to Council endorsing the above-mentioned projects for implementation, the next steps forward include the preparation of statements of environmental effects and the lodging of individual development applications.

**Consultation**

Internal Council business units consulted included:

- Operations Unit.
- Catchments and Assets Unit.
- Parks Assets Unit
- Open Space Unit.

Internal Workshops held:

- Not Applicable.

City of Ryde Advisory Committees consulted included:

- Not Applicable

External public consultation included:

- Eastwood Ryde Netball Association
- Ryde Saints United
- Sydney Radio Control Off-Road Car Club.

**Critical Dates**

The projects proposed for 2009/2010 are able to be completed before the commencement of the next winter sports season (March / April 2010), subject to development applications.

**Management Plan Budget / Linkages**

This project is listed on page No. A-12 of the Management Plan 2009-2013.

**Relationship to Key Outcome Areas**People

This project meets the following **key outcomes** for People (set out on page 46 of the Management Plan 2008-2012):

- P1 A vibrant city that is economically strong and engages its community through cultural and social activities.
- P2 A city that plans for people by involving them in decision making to improve their quality of life.

This project will promote physical activity and enhance the safety of users of floodlit facilities in the City of Ryde.

Assets

This project meets the following **key outcomes** for Assets (set out on page 56 of the Management Plan 2008-2012):

- A2 Well designed places and spaces that minimise personal harm and where people interact with each other.

**ITEM 7 (continued)****ATTACHMENT 1**

This project will enable Council to effectively monitor and manage its sports lighting assets, to meet existing compliance standards and improve the long term sustainability of sportsgrounds.

**Environment**

This project meets the following **key outcomes** for Environment (set out on page 67 of the Management Plan 2008-2012):

- E6 Sustainable practices in buildings, waste management, transport, energy systems and water use.

The project will enable Council to improve energy efficiency and minimise environmental impacts. Increased lighting levels will however increase electricity usage.

**Governance**

This project meets the following **key outcomes** for Governance (set out on page 75 of the Management Plan 2008-2012):

- G3 Review of best practice approaches on Governance to enhance the delivery of services to the community.  
G5 Compliance with all legislative requirements and statutory obligations.

Community and stakeholder comment on the audit and lighting plans will improve transparency and help refine future implementations plans for spots lighting.

**Financial Impact**

Council's Management Plan 2009-2013 contains an allocation of \$200,000 in the 2009/10 Parks Capital Works Program for the upgrading of playing field lights. The estimated cost to Council to implement the above-mentioned program is \$197,040.

**Policy Implications**

Not applicable.

**Other Options**

Council may consider the following alternative options:

- Option 1: Not proceed with any of the proposed projects.  
Option 2: Proceed with only some of the proposed projects.  
Option 3: Develop alternative projects for consideration.

However, as the proposed projects fall within the allocated budget and meet the prioritisation principles outlined in the Councillor workshops, (i.e. willing to contribute funds, have applied for sports grants with Council and represent a good mix of sporting types), it is considered the current proposal to implement the three identified projects is the best option for the City of Ryde.

**ITEM 7 (continued)****ATTACHMENT 1****Conclusion**

In keeping with the outcomes of the Councillor workshops on the prioritisation of Council's Playing Field Lighting Upgrade program, three projects have been identified, designs developed and contributory funding negotiated.

These projects are now proposed for implementation this financial year, subject to Council endorsement.

**RECOMMENDATION:**

- (a) That the report of the Manager Catchments & Assets, dated 1/10/2009 on PLAYING FIELD LIGHTING PROGRAM 2009/2010 - Proposed Projects, be received and noted.
- (b) That Council approve the upgrading of sports lighting at Meadowbank netball courts and Blenheim Park radio car circuit as part of the 2009/2010 Playing Field Lighting Program.
- (c) That Council endorse the lodging of development for playing field lights at Meadowbank Park netball courts, Pidding Park and Blenheim Park radio car circuit, as outlined in the above report.
- (d) That a further report be submitted to Council on Pidding Park, proposed sports lighting once the NSW grant funding is determined.

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Matthew Lewis**  
**Manager Catchments & Assets**

Report Approved By:

**Kim Woodbury**  
**Group Manager - Public Works**



## ITEM 7 (continued)

## ATTACHMENT 2

**OFFICIAL RECORDS COPY****7 LIGHTING OF LOCAL SPORTSFIELDS –Audit and upgrade costs**

**RESOLUTION:** (Moved by Councillors Butterworth and Yedelian OAM)

- (a) That the report of the Landscape Assets Consultant and Recreation Coordinator dated 3 February 2009 concerning Lighting at Local Sports Fields – Audit and Upgrading Cost, be received and noted.
- (b) That the audit report, lighting plans, Upgrading Cost & Usage Matrix and this Report be placed on Public Exhibition, and seek stakeholders and residents comments.
- (c) That a further report be submitted to the Committee of the Whole following stakeholders and residents comments on the audit report and lighting plans.
- (d) That this matter be referred to the Sports Council for comment.

**Record of Voting:**

For the Motion: The Mayor, Councillor Tagg and Councillors Butterworth, Campbell, Etmekdjian, Li, Maggio, O'Donnell, Perram, Petch, Salvestro-Martin, and Yedelian.

Against the Motion: Councillor Pickering.

**ADOPTED**

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EXTRACT FROM GENERAL MANAGER'S REPORT NO.01/09 DATED  
6 FEBRUARY 2009 AND CONSIDERED BY COUNCIL AT ITS MEETING ON  
10 FEBRUARY 2009.



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## 8 REQUESTS FOR WAIVER OF FEES FOR EVENTS IN PARKS

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**Report prepared by:** Coordinator Recreation

**Report dated:** 5/11/2010

**File No.:** GRP/10/2/001/5 - BP10/671

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### Report Summary

To seek Council's consideration of the following requests received for the waiver of hire fees for the following events in Parks:

- Macquarie Anglican Churches has applied for the use of Yamble Reserve on Sunday 19 December 2010 for their annual "Carols in the Park" event.
- North Ryde Christian Church has applied for the use of Pindari Park on Tuesday 21 December 2010 for a "Community Christmas Carol Singing" event.

### RECOMMENDATION:

- (a) That the request by Macquarie Anglican Churches for the use of Yamble Reserve for a "Carols in the Park" event on 19 December 2009 be approved and that the hire fees amounting to \$335.00 be waived on this occasion, including the provision of four (4) additional garbage bins.
- (b) That the request by North Ryde Christian Church for the use of Pindari Park on 21 December 2009 for a "Community Christmas Carol Singing" event be approved and that the hire fees amounting to \$220.00 be waived on this occasion.
- (c) That all refundable bonds are levied as recommended within this report.
- (d) That groups be encouraged to apply through for community events Council's Community Grants Program.
- (e) That a policy report be brought back to Council on waiver of fees.

### ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

**Peter Montague**  
**Coordinator Recreation**

Report Approved By:

**Simon Harrison**  
**Manager Open Space**

**Simone Schwarz**  
**Group Manager - Community Life**

**ITEM 8 (continued)****Background**

Council often receives requests for waivers of fees for community events in Parks. These are considered on a case by case basis. Background on each event is provided below.

**Report**

Council has received written requests from the following organisations for the waiver of fees for events in Parks:

Macquarie Anglican Churches has applied on the basis of an identical event to previous years at Yamble Reserve, Ryde. This will involve performances of carols, a sausage sizzle, selling of water and soft drinks, plus the hanging of a banner on the fence of the park for the 7 days leading up to the event. Consistent with previous years, the organisers has also requested the supply of four (4) additional garbage bins for the event and has requested Council's consideration to the waiving of all hire and waste fees as in previous years. The event has been popular with the community in previous years and Macquarie Anglican Churches has a demonstrated history of compliant and responsible use of Council's facility. Associated costs are outlined in the Financial Impact section.

Macquarie Anglican Churches have used Yamble Reserve every year since 2004 for their annual "Carols in the Park" event. Council has, for all years, waived all hire fees associated with the event.

North Ryde Christian Church, formerly North Ryde Gospel Hall, has proposed an identical event to previous years with carols and drama performances plus lolly bag giveaways at Pindari Park, North Ryde. The event will be advertised to local residents within a kilometre via a letter box drop. North Ryde Christian Church has requested Council's consideration to the waiving of all hire fees as in previous years. The event has been popular with the community and North Ryde Christian Church has a demonstrated history of compliant and responsible use of Council's facility. Associated costs are outlined in the Financial Impact section.

North Ryde Christian Church detail that they have used Pindari Park, which is adjacent to the Gospel Hall in Pindari St, North Ryde for this annual event, since 1975. They have once again applied for the use of Pindari Park on 21 December and have requested Council's consideration to the waiving of all hire fees as in previous years. The event has been popular with the community in previous years and North Ryde Christian Church has a demonstrated history of compliant and responsible use of Council's facility.

**Consultation**

Internal Council business units consulted included:-

- Council's Waste section has confirmed their ability to provide additional garbage bins for Macquarie Anglican Churches at Yamble Reserve. Relevant Council units will be informed of all events (Public Works, Enforcement, Environmental Health).

**ITEM 8 (continued)**

Internal Workshops held:-

- Not applicable

City of Ryde Advisory Committees consulted included:-

- Not applicable

External public consultation included:-

- The organisers will be required to letter box drop local residences the week before to ensure they are notified of the respective events.

**Comments**

The events as proposed are inclusive, family orientated community activities which are consistent with many of Council's key outcome areas.

**Critical Dates**

The following deadlines are required to be met:

- The events are planned for 19 and 22 December 2010 and adequate notice would be required to assist with planning and preparation.

**Financial Impact**

Fees associated with the hire of Yamble Reserve by Macquarie Anglican Churches event as per the 2010-2014 Management Plan is:

- Not-for-Profit/Community based event > 100 people per day (COR organisation) - \$220.00.
- Refundable Bond - \$250.00 minimum (recommend \$500.00 based on scale of event and anticipated attendance of 500 people).
- Additional Garbage Bins (x 4 + delivery) - \$115.00
- Total - \$335.00 in hire fees plus refundable bond.

Fees associated with the hire of Pindari Park by North Ryde Christian Church event as per the 2010-2014 Management Plan is:

- Not-for-Profit/Community based event > 100 people per day (COR organisation) - \$220.00.
- Refundable Bond - \$250.00 minimum (recommend \$500.00 based on scale of event and anticipated attendance of 400 people).
- Total - \$220.00 in hire fees plus refundable bond.

The total fees foregone with the waiver of fees for both events is \$555.00. Groups will be required to provide the refundable bonds applicable to each event.

**Policy Implications**

The waiver of fees is outside the adopted schedule of fees and charges. To date, in 2010 a total of five fee waivers for park hire have been granted by Council resulting in the foregoing of a total of \$1,157.00 in income.

**ITEM 8 (continued)****Other Options**

Council could permit the event(s) to take place with the application of the standard fees.

**Conclusion**

The use of Council Parks for community not for profit based events provides valuable benefits to the City of Ryde community. These events have been supported in the past, meet a number of Council's key outcome areas and therefore it is recommended that all hire fees be waived in this instance.

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**9 CITY OF RYDE CENTRE - FIT-OUT - Status Update and Fit-Out Contract**

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**Report prepared by:** Project Manager, Ryde Town Centre**Report dated:** 10/11/2010**File No.:** GRP/10/1/001/6 - BP10/678

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**Report Summary**

This report is to advise Council of the outcomes of the Request for Tender 09/10 for the fitout of the Ground and Level 1 of the City of Ryde Centre and of the quotation for the shelving for the Library. It recommends acceptance of the tender from Quatram Building Services Pty Ltd with Glasgowhart Pty Ltd and of the shelving quotation from Raeco.

**RECOMMENDATION:**

- (a) That the tender from for Quatram Building Services Pty Ltd with Glasgowhart Pty Ltd at \$1,317,422 for the provision of the fit-out of the City of Ryde Centre be accepted.
- (b) That the quotation from Raeco at \$446,253 for the provision of the specialised Library shelving be accepted.
- (c) That Council delegates authority to the General Manager the authority to appoint the tenderer and finalise the development and fitout of the City of Ryde Centre.

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Malcolm Harrild**

**Project Manager, Ryde Town Centre**

Report Approved By:

**Dominic Johnson**

**Group Manager Environment & Planning**

**ITEM 9 (continued)****Background**

In the Committee of the Whole meeting No.3/10 of 2 March 2010, Council considered the report (BP10/78) prepared by the Group Manager Environment and Planning dated 19/2/10, and resolved inter alia,

1. That Council delegates to the General Manager the authority to expend up to \$4.5 million to fit-out the CoR as above utilising \$3.0 million in funds from the Civic Centre reserve account and \$1.5 million in funds from the Capital Works Allocation for 2010/11.
2. That Council delegates to the General Manager the authority to vary the Scope of the current “warm shell” fit-out with Defined Developments to achieve the above

A copy of the Report is provided (**ATTACHMENT 1 - UNDER SEPARATE COVER**).

**Report****CORC Tender**

On 5 October, 2010 the City of Ryde invited tenders from suitably qualified contractors who could demonstrate proven experience with similar fitout projects. The tender excluded equipment to be procured directly by City of Ryde. The tenderers were provided with information about the design and services of the City of Ryde “warm shell” provided to Council by the Developer; detailed design drawings, furniture, fittings and finishes schedules for the Library, a concept design of the Ground Floor with a brief explaining its functionality and advisory copies of retail design guidelines used in the development of the Top Ryde shopping centre.

Tenderers were required to attend a compulsory site meeting on 12 October, 2010 during which the use of the intended design of the premises was further explained and questions answered by Council’s Project Manager and Architect. Tenderers were strongly advised to procure the services of a specialist retail designer in order to fulfil the requirements of the Ground Floor design specification.

At the close of tender ten (10) submissions were received including one from a company that did not attend the compulsory site meeting. The tendering companies were, in alphabetical order:

- AMFM Constructions
- Contract Control Services Pty Ltd with MIM Design Pty
- Deskon Projects Pty Ltd
- D.G.Sundin & Co. Pty Ltd
- Elite Commercial Solutions Pty Ltd with Mode Design
- Interco
- Growthbuilt with Saunders Retail Pty Ltd
- Perle with Caldis Cook Group
- Quatram Building Services Pty Ltd with Glasgowhart Pty Ltd
- The Archway House Group

**ITEM 9 (continued)**

The Tender Evaluation Panel comprised three (3) Council officers. The Panel assessed all tenders against the following evaluation criteria, which was stated in the tender documents:

- Conforming tender – ALL returnable schedules must be filled in and returned
- Proven experience and capacity – schedules 2, 4, 6, 7, and 10
- Fixed price lump sum and tender departures – schedules 3 and 12
- Project Program – schedule 13
- Project Team Members – schedule 8

Given the detailed nature of the pricing of the tendered work, the Tender Evaluation Panel referred the most competitive confirming submissions to Council's appointed Quantity Surveyor for further review and detailed pricing analysis.

A copy of the Tender Evaluation Report, including the Quantity Surveyor's Report, is provided **ON FILE – CONFIDENTIAL – ATTACHMENT 2** and circulated to Council **UNDER SEPARATE COVER**. Pursuant to Section 10A (2) (d) of the Local Government Act 1993, this document is listed as **CONFIDENTIAL** as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the persons who supplied it. Furthermore, it is considered that discussion in an open meeting would, on balance, be contrary to the public interest as it could affect Council's ability to secure the preferred tenderers.

The Tender Evaluation Committee evaluated the tender submitted by Quatram Building Services Pty Ltd with Glasgowhart Pty Ltd as the best value submission when compared against the evaluation criteria. This tender, at \$1,317,422, is considered to provide the most advantageous result for the City of Ryde.

**Library Shelving System**

In order to achieve a successful outcome to the design of the Library the new shelving system has had to be designed in detail. This design work has called for a full analysis of the media types and volumes to be stored, and the flexibility required to cater for the future challenges of change the Library will face. The degree of detail required to be resolved has had to become product specific and has involved very close liaison between Raeco, the Library's shelving supplier, Council's Library staff, Council's consulting Architect and the Project Manager. The design solution for the shelving system having of necessity become product specific could not be tendered and the provision of the shelving system and the joinery work enclosing it was excluded from tender RFT 09/10. Raeco has submitted a quotation of \$446,253 for this system.

A copy of the Quotation is provided **ON FILE – CONFIDENTIAL – ATTACHMENT 3** and circulated to Council **UNDER SEPARATE COVER**. Pursuant to Section 10A (2) (d) of the Local Government Act 1993, this document is listed as **CONFIDENTIAL** as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the persons who supplied it. Furthermore, it is considered that discussion in an open meeting would, on balance, be contrary to the public interest as it could affect Council's ability to secure the preferred provider.

**ITEM 9 (continued)****Consultation**

Internal Council business units consulted included:-

- Community Life
- Public Works
- Corporate Services
- Environment and Planning

Internal Workshops held with:-

- Executive Team
- Library Services
- Information Systems
- Customer Service
- Environment and Planning
- Buildings and Property

City of Ryde Advisory Committees consulted included:-

- Disability Access Committee

External public consultation included:-

- Ryde Business Forum

**Comments**

Extensive consultation has been undertaken with the above stakeholders and agreed changes have been included in the project.

**Critical Dates**

The following deadlines are required to be met:

- Appointment of tenderer by 1<sup>st</sup> December
- Completion of tendered works, 14 March 2011.
- Procurement of the Library shelving system 26<sup>th</sup> November
- Installation of Library shelving system, 21 March 2011.

**Financial Impact**

This project proposal is provided for in the current Management Plan 2010-2014 and is included in the Capital Works Program with a budget allocation of \$4.2 million for financial year 2010/11.

The on-going cost of maintaining the premises has been allowed for in the Buildings and Properties operational budget for 2010/2011 at \$346,500 and full allowance will be made for future years.



**ITEM 9 (continued)****Policy Implications**

There are no policy implications through the adoption of there commendation

**Other Options**

There are no other options under consideration for this project

**Conclusion**

Adoption of the recommendations will result in the completion of the fitout of the City of Ryde Centre for an anticipated opening in April, 2011.

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**CONFIDENTIAL ITEMS****10 ANNUAL REPORT TO COUNCIL ON THE OPERATIONS OF THE AUDIT COMMITTEE**

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**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (f) details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

**Report prepared by:** Manager Risk and Audit

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**11 ADVICE ON COURT ACTIONS**

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**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (g) advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

This matter is classified confidential because it contains advice concerning legal matters that are:-

- (a) substantial issues relating to a matter to which the Council is involved.
- (b) clearly identified in the advice, and
- (c) fully discussed in that advice.

It is not in the public interest to reveal all details of this matter as it would prejudice Council's position in any court proceedings.

**Report prepared by:** Group Manager - Corporate Services

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**PRECIS OF CORRESPONDENCE FOR CONSIDERATION**

There are no Precis of Correspondence for Consideration

**NOTICES OF MOTION****1 WALKING AS A MEANS OF TRANSPORT AND EXERCISE - Councillor O'Donnell****File Number:** GRP/10/5/001/6 - BP10/693**Motion:**

That Ryde City Council recognises that walking is an important means of transport and exercise. Council promotes walking as a means of transport and exercise and asks the General Manager to report back to Council on the following recommendations:

1. Two way pedestrian traffic requires an unobstructed width of at least 1.5 m. rather than 1.2 m. and any new footpaths be built to this requirement.
2. RCC introduce an education program to ensure that the footpath outside properties is clear ie. reduce the problem of vegetation encroachment at its source.
3. Residents are requested not to park their cars on the footpath and in particular where the footpath crosses the driveway.
4. Residents are asked to keep the area of the driveway exit clear so that they are not reversing blindly across the driveway.
5. Increase Councils official footpath height clearance of 2.1 to 3.0.
6. Garbage bins are kept off the footpath. Where the nature strip is too narrow or non existent advise residents to put their bins in the gutter where the road is wide enough
7. RCC treat vegetation such as hedges the same as walls or fences i.e. classify them as an illegal construction if they grow too large that they interfere with pedestrian traffic .
8. In the case of footpath closures for maintenance council staff ensures a safe alternative route is available for all types of pedestrians.

**NOTICES OF RESCISSION**

**There are no Notices of Rescission**