

Council Meeting**AGENDA NO. 11/11**

Meeting Date: Tuesday 2 August 2011
Location: Committee Room 2, Level 5, Civic Centre, 1 Devlin Street, Ryde
Time: 7.30pm

Note: *This meeting will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993.*

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Council Meeting**AGENDA NO. 11/11**

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Time: 7.30pm

Note: *This meeting will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993.*

NOTICE OF BUSINESS (continued)

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1 CONFIRMATION OF MINUTES - Council Meeting held on 26 July 2011**File No.: GRP/11/6/3/3 - BP11/346**

In accordance with Clause 3.4.4 of Council's Code of Meeting Practice, a motion or discussion with respect to such minutes shall not be in order except with regard to their accuracy as a true record of the proceedings.

RECOMMENDATION:

That the Minutes of the Council Meeting 10/11, held on Tuesday 26 July 2011, be confirmed.

ATTACHMENTS

- 1 Minutes - Ordinary Council Meeting - 26 July 2011 - CIRCULATED UNDER SEPARATE COVER**

2 COMMITTEE OF THE WHOLE – Consideration of Items on Agenda in Committee of the Whole

Background

As reported to Council at its meeting on 26 July 2011, following a letter from the Division of Local Government in respect of its Standing Committee, Committee of the Whole, Council resolved that:

- (a) That Council endorse the changing of all remaining Committee of the Whole meetings for 2011 to Council meetings.*
- (b) That Council note a detailed review of the issues raised in the Division of Local Government's letter received on 14 July 2011, as attached, will be reported to Council at its meeting on 23 August 2011.*
- (c) That the report on 23 August include options to streamline the Committee meeting structure.*
- (d) That Council write to the Division of Local Government to advise of the action to be taken on this matter.*

As intended in Council's resolution, all scheduled Committee of the Whole meetings for the remainder of 2011 will be renamed Council meetings, with the ability for Council to determine if it wishes to resolve itself into Committee of the Whole to consider Items on the Agenda.

As a result of this approach, these meetings will be different from the scheduled Ordinary Council meetings by having no restrictions in time or speeches by Councillors, no Clergy to provide a Prayer prior to the meeting and no Anthem at the conclusion of the meeting.

It is proposed to maintain this format until Council considers a more detailed review of its meeting structure and the issues raised in the Division's letter at its meeting on Tuesday, 23 August 2011.

Report

In accordance with Section 373 of the Local Government Act, Council may resolve itself into a committee to consider any matter before Council.

Clause 259 of the Regulation provides that where Council resolves into Committee of the Whole that all the provisions of the Regulation apply except the provision limited the number and duration of speeches. At the City of Ryde, there is no requirement to stand when speaking during Committee of the Whole.

It is noted that the General Manager is responsible for reporting to the Council proceedings from the Committee of the Whole. All recommendations of the Committee of the Whole must be reported back to the Council meeting with the recommendations being recorded in the Council meeting minutes.

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Therefore once the consideration of all Items in Committee of the Whole has been completed, the Committee will need to resolve itself back to the Council meeting and a motion for adoption of the recommendations will be required to be made and passed by Council.

Council has the option to remain in the Council meeting format in dealing with the items on the Agenda or resolve itself into Committee of the Whole as detailed earlier in the report.

RECOMMENDATION:

- (a) That the Council resolve into Committee of the Whole to consider the remaining Items listed for the Council Meeting 2 August 2011; and
- (b) That Council note that any recommendations from Committee of the Whole must be reported back to the Council meeting for adoption in becoming resolutions of Council.

Report Prepared and Approved By:

Roy Newsome
Group Manager - Corporate Services

3 DEFERRED REPORT: REPORT ON OUTSTANDING RESOLUTIONS

Report prepared by: Manager - Governance

Report dated: 15 July 2011

File No.: GRP/11/5/4/6 - BP11/82

This report is deferred from the Council Meeting held on 26 July 2011.

Report Summary

This Report is submitted to Council to review the status of outstanding reports and confirm the date reports are due to be provided to Council as at 19 July 2011.

Below is a status table showing the number of reports listed, the number completed since the last update, the number added since the last update and the percentage of those reports that were completed within the stated timeframe:

Date	Number of listed reports	Number of reports added	Number COMPLETED in this period (to be removed)	% COMPLETED within stated timeframe
14 February 2011	33		7	85%
15 March 2011	31	5	8	87%
2 May 2011	32	9	9	81%
6 June 2011	31	8	5	80%
19 July 2011	33	7	10	80%

RECOMMENDATION:

That the report on Outstanding Resolutions be endorsed.

ATTACHMENTS

1 Outstanding Resolutions Report as at 19 July 2011

Report Prepared By:

Shane Sullivan
Manager - Governance

Report Approved By:

Roy Newsome
Group Manager - Corporate Services

ITEM 3 (continued)

ATTACHMENT 1

Outstanding Resolutions - Report

Meeting Details	Resolution	Due Date of Report	Comments
Council 24/08/2010	RYDE TRAFFIC COMMITTEE PRINCES STREET, RYDE – Pedestrian Refuge (iv) That a further report be prepared for the Committee's consideration in 6 months	1/05/2011 Anticipated date 6/09/2011 Group Public Works Responsible Officer Anthony Ogle	Comments PRINCES STREET, RYDE - Pedestrian Refuge The Traffic Committee agreed to kerb extensions and a median to improve the intersection for pedestrians to cross. The RTC did not agree to a marked crossing. The Works Committee resolved that the matter be reviewed with the intent of re-presenting an argument to the RTC for the crossing based on the actual circumstances once the works are done. The works are still pending and due to be done in April. Once complete a pedestrian audit and count can be done on the settled in use patterns. It is anticipated this will then go to the July RTC, followed by a report to Council in September 2011.
Council 9/11/2010	Resolution Notice of Motion: CINEMA IN THE PLAZA 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.	Due Date of Report 21/06/2011 Anticipated date 19/07/2011 Group Community Life Responsible Officer Derek McCarthy	Comments This matter will be reported to Works and Community on 19 July 2011. COMPLETED (To be removed following Council Meeting to be held 26 July 2011).

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Council 23/11/2010	REQUESTS FOR WAIVER OF FEES FOR EVENTS IN PARKS (e) That a policy report be brought back to Council on waiver of fees.	5/04/2011 Anticipated date 2/08/2011 Group Community Life	Report being prepared for 2 August 2011 in conjunction with the report on Notice of Motion - Charges for Facility Hire for "Not for Profit" Community Groups.
Responsible Officer Simon Harrison			
Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 7/12/2010	WEST RYDE COMMUNITY FACILITY - Establishment of Framework for Rental Contribution by Community Tenants That this matter be deferred to enable extensive consultation with affected stakeholders to achieve a more sustainable model to enable the continuing provision of services by these community organisations.	3/05/2011 Anticipated date 2/08/2011 Group Community Life	Ongoing negotiations with community partners have commenced and are progressing.
Responsible Officer Baharak Sahab			

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 7/12/2010	SAFETY EVALUATION OF TREES WITHIN THE CITY OF RYDE (b) That a review of the City Of Ryde's Development Control Plan 2010 Part: 9.6 Tree Preservation be undertaken and reported to Council in six months.	9/08/2011 Anticipated date 9/08/2011 Group Community Life Responsible Officer Simon Harrison	<i>Reviewing other Council's Development Control Plan and tree policies. Going to Councillor Workshop on 9 August 2011.</i>
Committee of the Whole 1/02/2011	RYDE PLANNING AND BUSINESS CENTRE (b) That Council review the operations of both Centres after six (6) months by conducting surveys and that a further report be prepared for Council's consideration.	6/12/2011 Anticipated date 6/12/2011 Group Corporate Services Responsible Officer Manager, Customer Service	<i>Review to be conducted after six months with report due to Council in December 2011.</i>

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ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council	22/02/2011	Notice of Motion - TRANSFATS That the General Manager report to Council on measures Council can take to urge commercial food preparation premises in the City of Ryde to avoid use of trans fats and to increase community awareness of trans fats in commercially prepared food.	Anticipated date 19/07/2011 Group Environment and Planning	<i>Report to Committee of the Whole Meeting on 19 July 2011.</i> <i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>
		Responsible Officer Scott Cox		
Meeting Details		Resolution	Due Date of Report	Comments
Council	8/03/2011	ESTABLISHMENT OF MARKET IN CHURCH STREET TOP RYDE (a) That Council include the establishment of a market/fair in Church Street Top Ryde, on a trial basis, for consideration in the 2011/12 Management Plan and that Council staff to begin assisting the Chamber of Commerce in developing a project plan for the logistics to commence conducting the market/fair.	Anticipated date 16/08/2011 Group Community Life	<i>Awaiting response from Ryde Chamber of Commerce.</i>
		(b) That the Project Plan be reported back to Council.	Responsible Officer Derek McCarthy	
		(c) That the Project Plan be reported to the Economic Development and Advisory Committee for comment prior to the report being provided back to Council.		

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 5/04/2011	MATTER OF URGENCY – WEST RYDE EASTER FAIR (a) That the City of Ryde redirect the \$5,000 grant provided for the fair from the West Ryde Chamber of Commerce to the West Ryde Easter Fair Organising Committee. (b) That a report be provided to Council containing details of how the funds have been expended. (c) That all appropriate insurance policies and event planning documents be provided to the General Manager prior to the event.	7/06/2011 Anticipated date 21/06/2011 Group Community Life Responsible Officer Derek McCarthy	<i>Report to Works and Community on 21 June 2011.</i> <i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 5/04/2011	REVIEW OF SECTION 2.1 - NOTIFICATION OF DEVELOPMENT APPLICATIONS OF DCP 2010 (a) That the draft Part 2.1 – Notification of Development Applications of Development Control Plan 2010 dated 4 March 2011 be placed on public exhibition for a period of not less than 28 days, and the public be invited to provide comments on the draft policy subject to: (i) The table on page 108 include a category for multi-dwelling house alterations and additions valued at less than \$50,000 at a notification fee of \$150. (ii) Notification to adjoining land owners be undertaken for single storey dwelling house additions valued less than \$100,000 with a submission period of 14 days. (b) That a further report be presented to Council on the outcomes of the public exhibition of draft Part 2.1 – Notification of Development Applications of the Development Control Plan 2010.	26/07/2011 Anticipated date 19/07/2011 Group Environment and Planning Responsible Officer Meryl Bishop	<i>Report to Committee of the Whole Meeting on 19 July 2011.</i> <i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Planning and Environment 12/04/2011	20-34 ASHURBN PLACE, GLADESVILLE, LOT 22 DP708012, LOT 1 DP 1098428 & LOT 2 DP10088. Application pursuant to Section 96(1A) of the EP&A Act 1979 to delete condition 108 for Privacy Screens for the Approved Nursing Home, LDA 2003/1222, S96 MOD 2010/0135 That this application be deferred to allow the Group Manager Environment and Planning to endeavour to mediate a solution between the applicant and the neighbours and that a further report be provided to the Planning and Environment Committee	2/08/2011 Anticipated date	<i>Report to the Planning and Environment Committee Meeting on 19 July 2011.</i> <i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>
		19/07/2011 Group Environment and Planning	
		Responsible Officer Dominic Johnson	
Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 19/04/2011	TOP RYDER COMMUNITY BUS SERVICE – PROGRESS REPORT (a) That the progress report on the Top Ryder Community Bus Service be noted. (b) A further report be submitted to Council about the 30 June 2011 for decision regarding the extension or cessation of the Top Ryder service beyond 1 July 2011. (c) That a review of the bus routes and frequency of services be undertaken and be included in the report.	30/06/2011 Anticipated date 21/06/2011 Group Environment and Planning Responsible Officer Sam Cappelli	<i>Report to the Committee of the Whole Meeting on 21 June 2011.</i> <i>COMPLETED (To be removed following Meeting 26 July 2011).</i>

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 19/04/2011	<p data-bbox="1219 667 1262 1025">PARKING METERS – MACQUARIE PARK CORRIDOR</p> <p data-bbox="1123 667 1209 1088">(a) That the General Manager be delegated to extend the contract with the service providers of the Macquarie Park parking meters for a one year period commencing on or before 8 May 2011.</p> <p data-bbox="1059 667 1102 1077">(b) That a report be prepared for Council's consideration that details the impact of the following changes:</p> <ul data-bbox="944 667 1038 1099" style="list-style-type: none"> - Turning off the parking meter on Alma Road until the St. Hilliers building is tenanted and - Remaining parking meters in Wicks Road be removed and designating the area as all day parking. 	<p data-bbox="1219 1133 1262 1218">19/07/2011</p> <p data-bbox="1187 1133 1230 1279">Anticipated date</p> <p data-bbox="1155 1133 1198 1218">19/07/2011</p> <p data-bbox="1123 1133 1166 1189">Group</p> <p data-bbox="1107 1133 1134 1330">Environment and Planning</p> <p data-bbox="1059 1133 1086 1285">Responsible Officer</p> <p data-bbox="1038 1133 1059 1229">Leon Maskell</p>	<p data-bbox="1219 1357 1262 1722"><i>Report to the Committee of the Whole Meeting on 19 July 2011.</i></p> <p data-bbox="1155 1357 1198 1722"><i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i></p>

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 19/04/2011	2021 COMMUNITY STRATEGIC PLAN (a) That the attached draft Community Strategic Plan - Lifestyle and opportunity @ your doorstep, be adopted for six weeks consultation (as outlined in this report) between 20 April 2011 and 26 May 2011, to seek the final views from our community and those who participated in its creation. (b) That Council adopts the vision: 'The City Of Ryde: - The Place to be for lifestyle and opportunity @ your doorstep' as the Vision for the City of Ryde and engage with our partners to help jointly market the vision (or parts thereof) in their marketing efforts. (c) That Council notes the attached presentation schedule to various community organisations and Councilors attend as appropriate. (d) That on receipt of the feedback, a further report (with any recommended alterations) be brought back to Council for final adoption. (e) That Council collaborates with Macquarie University to establish an evaluation methodology which measures community perception (on a four year basis) of progress against the strategic plan during each term of Council; as a basis of its report back to the community on perceived progress against goals.	28/06/2011 Anticipated date 28/06/2011 Group General Manager Responsible Officer Beki Boulter	A report will be presented to the Council Meeting on 28 June 2011. <i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 3/05/2011	<p>DEFERRED REPORT - BOARDING HOUSE - ENFORCEMENT AND EDUCATION PROJECT</p> <p>(g) That the General Manager report to Council regarding the development of a webpage to display details of premises that have been confirmed to be operating as illegal boarding houses or have illegal internal modifications consistent with that use. The webpage is to show the address of the property and the name and address of the registered owner with all entries to remain for at least a 12 month period.</p> <p>(h) That the General Manager investigate any breach of confidential material relating to this matter and that a confidential report be provided back to Council on the findings of this investigation.</p>	<p>20/09/2011</p> <p>Anticipated date</p> <p>20/09/2011</p> <p>Group</p> <p>Corporate Services</p> <p>Responsible Officer</p> <p>Shane Sullivan and Scott Cox</p>	<p><i>Regarding (h) - investigation is underway. Report will be provided to Council as soon as possible.</i></p>
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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 3/05/2011	<p>WASTE MINIMISATION AND MANAGEMENT DCP - Draft DCP Controls</p> <p>(a) That the City of Ryde Draft Amending Development Control Plan for Waste Minimisation and Management attached to this report be endorsed and placed on public exhibition in accordance with the requirements of the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulations 2000.</p> <p>(b) That the Office of Environment and Heritage be advised of the exhibition and invited to provide comments on the City of Ryde Draft Amending Development Control Plan for Waste Minimisation and Management.</p> <p>(c) That a further report on the outcomes of the public exhibition of the City of Ryde Draft Amending Development Control Plan for Waste Minimisation and Management be presented to Council as soon as practicable after the exhibition period.</p>	<p>6/09/2011</p> <p>Anticipated date 19/07/2011</p> <p>Group Environment and Planning</p> <p>Responsible Officer Mery Bishop</p>	<p><i>Report to Committee of the Whole on 19 July 2011.</i></p> <p><i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011)</i></p>

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council 10/05/2011		<p>PUBLIC PRIVATE PARTNERSHIP - Bevilista & City of Ryde - Signage Rights, Southern Pedestrian Bridge, North Face - Status Report.</p> <p>That a further report be submitted to Council once the Expression of Interest process has been completed.</p>	<p>19/07/2011</p> <p>Anticipated date</p> <p>22/11/2011</p> <p>Group</p> <p>Public Works</p> <p>Responsible Officer</p> <p>George Deddes</p>	<p>Report being prepared for Council on 22 November 2011.</p>
Meeting Details		Resolution	Due Date of Report	Comments
Council 10/05/2011		<p>Notice of Motion - CHARGES FOR FACILITY HIRE FOR "NOT FOR PROFIT" COMMUNITY GROUPS</p> <p>That the General Manager investigate and report the availability of CoR owned facility space for "Not for Profit" Community Groups. That the report review current charges for facility hire and make recommendations in respect of potential for facilitating the availability of space for Community Groups that can provide acceptable proof of their "Not for Profit" status.</p>	<p>19/07/2011</p> <p>Anticipated date</p> <p>2/08/2011</p> <p>Group</p> <p>Community Life</p> <p>Responsible Officer</p> <p>Simon Harrison</p>	<p>Report being prepared for 2 August 2011 in conjunction with the report on Requests for Waiver of Fees for Events in Parks.</p>

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Council 10/05/2011	<p>CREATION OF A CITY OF RYDE PROPERTY TRUST</p> <p>(a) That Council authorises the General Manager to seek other local government partners to complete investigations into the most appropriate legal model and share costs for the creation of a Property Trust which would be suitable for the City of Ryde's Property Trust.</p> <p>(b) That Council authorise the General Manager to develop a model for a Property Trust (with costs shared by other participating Councils) with Council's component to be funded by the investment property reserve.</p> <p>(c) That the General Manager be delegated authority to call on expressions of interest and select a suitably qualified consultant to undertake an assessment of our current suitable operational assets, with the view to estimating the highest and best use and rate of return to Council, utilising funds from the investment property reserve.</p> <p>(d) That once recommendations (2) and (3) are implemented, a full report with a costed feasibility study for operating a City of Ryde Property Trust, be submitted to Council prior to proceeding to Phase (D) Operations: Running the Model.</p>	<p>11/10/2011</p> <p>Anticipated date</p> <p>11/10/2011</p> <p>Group</p> <p>Public Works</p> <p>Responsible Officer</p> <p>Terry Dadds</p>	<p>Steps currently being initiated by Group Manager Public Works regarding EOI for selection of qualified consultant to undertake an assessment as set out in Resolution from meeting 10/5/2011. Date of completion of this stage is to be confirmed.</p>

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council			26/07/2011	Report to be provided following end of exhibition period.
10/05/2011		PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR THE MAYOR AND OTHER COUNCILLORS POLICY - REVIEW AND PUBLIC EXHIBITION	Anticipated date	
		(a) That Council endorse the public exhibition of the revised Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy for a period of at least 28 days;	26/07/2011	<i>COMPLETED (To be removed following Council Meeting to be held 26 July 2011).</i>
		(b) That after the exhibition period of the draft policy, a further report be provided to Council seeking the adoption of the draft Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors Policy and detailing any submissions received.	Group	
			Corporate Services	
		(c) That recommendations (a) and (b) be endorsed subject to the following addenda to part (a):	Responsible Officer	
		(i) That Clause 23 (c) be amended to allow business cards to be provided in a format as agreed by each individual Councillor;	Shane Sullivan	
		(ii) That Clause 32 (a) be amended to allow business cards to be provided in a format as agreed by the Mayor.		

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ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council		Notice of Motion - FLAG AND FLAGPOLE AT KISSING POINT PARK, PUTNEY	16/08/2011	Report being prepared in conjunction with Public Works
24/05/2011		That a report be prepared to Council for the consideration of a flagpole to be erected at Kissing Point Park, Putney.	16/08/2011	
			Group	
			Community Life	
			Responsible Officer	
			Simon Harrison	
Meeting Details		Resolution	Due Date of Report	Comments
Council		REVIEW OF PART 3.3 DWELLINGS HOUSES AND DUAL OCCUPANCY OF DEVELOPMENT CONTROL PLAN 2010	28/02/2012	Report to Council Meeting in February 2012.
14/06/2011		a) That a review of Part 3.3 Dwelling Houses and Dual Occupancy of City of Ryde's Development Control Plan 2010 and associated process be undertaken to address the issues raised in this report.	28/02/2012	
		(b) That a further report be provided to Council once the review process is completed.	Group	
			Environment and Planning	
			Responsible Officer	
			Meryl Bishop	

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ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council		FOUR YEAR DELIVERY PLAN 2011-2015 INCLUDING ONE YEAR OPERATIONAL PLAN 2011/2012	14/06/2012	
14/06/2011		(i) That Council provides free access to the Ryde Aquatic Leisure Centre to all pensioners and health card holders upon the production of an appropriate concession card and proof of residency in the City of Ryde and that a report be provided to Council in twelve (12) months time as part of the 2012/2013 Operational Plan, detailing the usage and financial impact of this concession.	Anticipated date	
			14/06/2012	
			Group	
			Community Life	
			Responsible Officer	
			Paul Hartman	
Meeting Details		Resolution	Due Date of Report	Comments
Council		DRAFT PUTNEY PARK PLAN OF MANAGEMENT - Permission to place on Public Exhibition	6/09/2011	<i>Placed on public exhibition from 22 June until 3 August 2011.</i>
14/06/2011		(a) That the draft Putney Park Plan of Management be placed on Public Exhibition for a period of 28 days.	Anticipated date	
		(b) That submissions be received for a further 14 days after the completion of the exhibition period.	6/09/2011	
		(c) That a report be brought back to Council with the results of the public exhibition, recommending further action.	Group	
			Community Life	
			Responsible Officer	
			Simon Harrison	

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council 14/06/2011	YAMBLE RESERVE ALL ABILITIES PLAYGROUND (a) That the concept plan for the Yamble Reserve all abilities playground be placed on public exhibition under the Your City Your Voice Engagement Framework. (b) That a subsequent report be provided to Council on the outcomes of the public exhibition process together with the final concept plan for endorsement.	Anticipated date 6/09/2011 Group Community Life Responsible Officer Simon Harrison	Comments <i>Placed on public exhibition from 22 June until 20 July 2011.</i>	
Council 14/06/2011	Resolution Notice of Motion: TIDY SUBURBS IN RYDE CAMPAIGN The General Manager prepares a report to Council recommending initiatives to encourage and reinforce acceptable standards on maintenance of front yards, nature strips, and public areas in order to promote the health, safety and well being of all residents in Ryde. The report is to include information on resources required by staff to effectively implement this campaign.	Due Date of Report 16/08/2011 Anticipated date 16/08/2011 Group Community Life Responsible Officer Simone Schwarz	Comments <i>Combined report being prepared by Public Works and Community Relations and Events.</i>	

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ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Committee of the Whole 21/06/2011	<p>TOP RYDER COMMUNITY BUS SERVICE</p> <p>(a) That Council approve an initial extension of the Top Ryder Community Bus Service for the period of 4 months to enable the business partnership arrangements referred to in the report to be trialled.</p> <p>(b) That an adjustment to the September review of the 2011/12 budget for the sum of \$45,335 be made to cover Council costs during the period of the trial, not to include funding from the Domestic Waste Management Charge.</p> <p>(c) During the trial period consideration be given to possible route adjustments including optimising connections with local clubs.</p> <p>(d) That a further report be provided to Council at the end of the trial period to assess the success of the new business partnership arrangement and determine whether or not the service should be extended to 30 June 2012 and beyond.</p>	<p>1/11/2011</p> <p>Anticipated date</p> <p>1/11/2011</p> <p>Group</p> <p>Environment and Planning</p> <p>Responsible Officer</p> <p>Sam Cappelli</p>	<p><i>Report to Committee of the Whole Meeting on 1 November 2011.</i></p>

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Works and Community 21/06/2011	<p>TRAFFIC & PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE MEETING held on 26 May 2011 - (1) LEE AVENUE & NICHOL AVENUE RYDE, RICHARD JOHNSON CRESCENT RYDE, MERTON STREET GLADESVILLE, WATT AVENUE RYDE - Request for Parking Restrictions</p> <p>(a) Statutory "No Stopping" restrictions for a length of 10 metres at the bend on Lee Avenue and Nicoll Avenue on both sides be installed.</p> <p>(b) With regard to the narrow road section on Richard Johnson Crescent:</p> <p>I "No Parking" restrictions on the western side (inside radius) of the narrow road section on Richard Johnson Crescent between property No.s. 1 and 11 be installed on a trial basis of 6 months.</p> <p>II. Council consult with the residents of Richard Johnson Crescent on the parking restrictions during the trial period, or at the end of the period, to seek feedback on the success of the trial.</p> <p>III. A further report be provided to the Traffic Committee.</p>	<p>1/04/2011</p> <p>Anticipated date</p> <p>1/04/2012</p> <p>Group</p> <p>Public Works</p> <p>Responsible Officer</p> <p>Harry Muker</p>	Report expected April 2012.

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Works and Community 21/06/2011	TRAFFIC & PARKING MATTERS PRESENTED TO RYDE LOCAL TRAFFIC COMMITTEE MEETING held on 26 May 2011 - (S) ANDREW STREET, MELROSE PARK – Preferred Option (Final Report) That a further report be brought back to a future Works and Community Committee meeting following an onsite meeting with the residents of Andrew Street on the 16 June 2011.	6/09/2011 Anticipated date 6/09/2011 Group Public Works Responsible Officer Harry Muter	Report expected September 2011.
Meeting Details	Resolution	Due Date of Report	Comments
Council 28/06/2011	INVESTMENT REPORT - May 2011 and INVESTMENT ADVISORY SERVICES TENDER (a) That the report of the Chief Financial Officer, dated 6 June 2011 on INVESTMENT REPORT – May 2011, be endorsed. (b) That Council declines to accept any of the offers for Investment Advisory Services - COR-RFT-06/11 (c) That Council Officers negotiate a reduced level of service for Investment Advisory Services that offers the best value for the City of Ryde and for the recommended provider to be reported to Council prior to appointment.	23/08/2011 Anticipated date 23/08/2011 Group Corporate Services Responsible Officer John Todd	Staff have met with one of the respondents to the tender, with the second meeting scheduled for 26 July 2011. New quotes will be sought from both parties once the two meetings are completed and the preferred supplier of the independent investment advisory service will be reported back to Council as part of the July Investment report, which is due to be reported to Council on 23 August 2011.

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details		Resolution	Due Date of Report	Comments
Council		DEEHLIE STREET – Progress Report on Leasing Landscaped Area	18/10/2011	<i>Subject to Statutory notifications, report anticipated to Works & Community Committee on 18 October 2011.</i>
28/06/2011		That this matter be deferred to enable Council staff to progress further negotiations with the owners of 70a Champion Road and for this matter to be reported back to Council as soon as possible.	Anticipated date 18/10/2011 Group Public Works Responsible Officer Terry Dodds	
Meeting Details		Resolution	Due Date of Report	Comments
Council		SHAFTSBURY ROAD and GLEN STREET, EASTWOOD – Proposed Roundabout (Black Spot Remediation Site – UPDATE)	6/11/2011	<i>Date to be advised.</i>
28/06/2011		That consideration of this matter be deferred for a detailed report back to Council outlining the history of this intersection, why this intersection came before Traffic Committee as a Black Spot Remediation Site, what other solutions are possible and what other locations would be suitable to utilise this funding in the City of Ryde for a roundabout.	Anticipated date 6/11/2011 Group Public Works Responsible Officer Harry Muter	

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ITEM 3 (continued)

ATTACHMENT 1

Meeting Details	Resolution	Due Date of Report	Comments
Council 28/06/2011	NOTICE OF MOTION - REQUEST FOR NSROC TO FUND ABORIGINAL EDUCATION That the City of Ryde obtain a report on Lane Cove Council's support for an educational program for aboriginal students in the NSROC area and investigate how Ryde Council may be involved.	8/11/2011 Anticipated date 8/11/2011 Group Community Life	<i>Staff will research and report on findings.</i>
		Responsible Officer Baharak Sahebkhani	

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4 PUBLIC DOMAIN UPGRADES

Report prepared by: City Landscape Architect

Report dated: 5/07/2011

File No.: GRP/11/6/3/3 - BP11/477

Report Summary

The purpose of this report is to establish a forward program for capital works expenditure for public domain upgrades in Ryde's town, small and neighbourhood centres over the four years commencing in 2011/12. A study entitled '*Centres – public domain upgrades*' was prepared that provides cost estimates for each centre and prioritises them for upgrade. This report discusses the methodology used in the study for selecting centres to upgrade over the four years.

This report recommends adoption of the study and requests Council's endorsement of the priority list and cost estimates for the four years commencing in 2011/12.

This report recommends that the construction of Church Street Ryde (stage 1) and Rowe Street (east) Eastwood be funded from the town centre upgrade budget in the 4 year period. It also recommends that the public domain upgrade of small and neighbourhood centres for the 4 year period commence with Boronia Park shopping centre and then rotate as follows: Agincourt Road, Quarry Road, Sager Place, Allars Street, Watts Road, Callaghan Street, Meadowbank Station (west).

RECOMMENDATION:

- (a) That the study '*Centres – public domain upgrades*' be adopted by Council.
- (b) That the public domain upgrade construction of Church Street Ryde (stage 1) and Rowe Street (east) Eastwood be funded from the town centre upgrade budget in the 4 year period from 2011/12 to 2014/15.
- (c) That the public domain upgrade of small and neighbourhood centres for the 4 year period from 2011/12 to 2014/15 commence with Boronia Park shopping centre and then rotate as follows: Agincourt Road, Quarry Road, Sager Place, Allars Street, Watts Road, Callaghan Street, Meadowbank Station (west).

ATTACHMENTS

- 1 Centres - Public Domain Upgrades - CIRCULATED UNDER SEPARATE COVER

Report Prepared By:

Nadine Croker
City Landscape Architect

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager Environment & Planning

ITEM 4 (continued)**Background**

Early in 2011 Urban Planning undertook a study that defines the public domain areas, estimates the cost of the public domain upgrades and determines priorities for construction. In order to prioritise the centres within a work program it was necessary to have a comprehensive understanding of the existing standard of the public domain within the centres and the cost of any potential upgrades. The study provides this information for all the centres in one reference document.

The centres were prioritised for upgrade by using 7 criteria such as 'potential to benefit local business and enhance employment opportunities'. All the centres were analysed using the same criteria and then ranked in order. From this analysis, a priority listing and works program was prepared to be included in the Council's 4 year Delivery Program. A Councillor Workshop was held on 28 June 2011 to explain the methodology in the study and present the priority list and cost estimates.

The total 4 year budget for town centres is \$4.8 million, divided into \$300,000 for 2011/12 and then \$1.5 million per year for the next 3 years.

The total 4 year budget for small and neighbourhood centres is \$2.5 million, divided into approximately \$600,000 for each of the 4 years.

Report

The purpose of the study '*Centres – public domain upgrades*' is to guide the public domain upgrade program for town, small and neighbourhood centres over the next 20 years. The public domain program is listed in the Council's four year Delivery Plan. The Small Centres Study (2009), which is part of the Local Planning Study, grouped centres into Town, Small and Neighbourhood. This hierarchy has been used in the study.

The centres addressed by the study are:

Town centres:

- Eastwood
- Gladesville
- Ryde
- West Ryde

Specialised centre:

- Macquarie Park (Lane Cove Road only)

The whole of Macquarie Park was not included in the study because it is considered that public domain upgrades will be carried out as part of approved developments and through the Special Levy for Macquarie Park.

Small centres:

- Blenheim Road
- Boronia Park
- Cox's Road
- Fiveways

ITEM 4 (continued)

- Meadowbank Station West
- Monash Road
- Putney

Neighbourhood centres:

- Agincourt Road
- Allars Road
- Avon Road
- Blaxland Road
- Bowden Street
- Callaghan Road
- Cobham Avenue
- David Street
- Doig Avenue
- Flinders Road
- Pittwater Road
- Quarry Road
- Sager Place
- Tennyson Road
- Victoria Road
- Watts Road

The study used the following **methodology** to define the public domain areas, estimate the costs of the public domain upgrade and to determine the priority listings:

- Footpath areas (m²) were estimated from aerial photographs. A computer program was used to calculate the areas.
- Costs were calculated using approximate rates (per m²) provided by Public Works. The rates were obtained from the experience of recently completed upgrades such as Fiveways and Ryde Town Centre.
- Town centres, because of their large size, were divided into smaller areas for the purposes of costing and ranking. The areas were considered to be a realistic size to construct as one project.
- Public art was estimated as being 10% of the upgrade amount regardless of the size of the centre. This does mean that every centre will have public art – the money will be pooled to be used in certain appropriate locations.
- Upgrade work to be delivered through approved developments was not costed.
- The centres were ranked using 7 criteria formulated by the project team. This was done in order to prepare a priority list for funding.
- The highest ranking areas of town centres, small centres and neighbourhood centres were placed in tables in order to compare costs per Ward.

ITEM 4 (continued)

Data sheets were prepared for each centre. These contain a description of the existing footpath and associated public domain elements, current photos, an aerial photo or cadastre plan showing the area of proposed footpath upgrade and a cost estimate. If appropriate, extra information was supplied such as the extent of recent upgrades, public domain works to be delivered by approved developments and if a concept plan had already been approved by Council.

The **limitations** of the methodology included:

- Footpath extents were estimated from aerial photos rather than surveys. This means that the areas are estimates only, not accurately measured as in a survey.
- Cost estimates were calculated on approximate rates only, based on recent work carried out by Public Works. Thus the estimates are based on a 'one size fits all' basis that does not take into account any site specific differences.
- Cost estimates relate only to paving, shrubs, trees and furniture. There is no allowance for site specific treatments or details (such as the large raised planter/seat at Fiveways), or issues such as drainage.
- Footpath areas were based on existing kerbs - no allowance was made for widening the footpath (eg for outdoor dining).
- The 7 ranking criteria were not based on measurement or community views. They were formulated by the project team based on experience.

The 7 **priority ranking criteria** used to rank the centres are as follows:

1. Existing activity (the higher the activity, the higher the priority).
2. Potential to grow or intensify, or where change is currently underway (eg as a result of new planning provisions).
3. Potential to utilise existing infrastructure such as train stations, community facilities or schools.
4. Potential to benefit local business and enhance employment opportunities.
5. Potential to create attractive places where people can meet informally (enhancing the sense of community).
6. Need to upgrade (age and condition).
7. Potential impact (ability to improve a centre).

Each centre, or section of a town centre, was given a score between 1 and 7 for the above criteria. The scores were added to give a total and the centres ranked accordingly.

ITEM 4 (continued)

For example, for Church Street Ryde the results were as follows:

1. Existing activity	2. Potential to grow or intensify	3. Potential to utilise existing infrastructure	4. Potential to benefit local business	5. Potential to create attractive places	6. Need to upgrade	7. Potential impact
5	6	6	5	6	3	7
TOTAL 38						

This shows that Church Street is an active area with great potential to grow and create an attractive place for people to gather. The potential impact (of the dining terraces proposed) is high because it will change the character of the street from a thoroughfare to a place to relax and socialise. The low score for 'need to upgrade' is due to the fact that the public domain is in reasonable condition.

Another example is Blenheim Road, with results as follows:

1. Existing activity	2. Potential to grow or intensify	3. Potential to utilise existing infrastructure	4. Potential to benefit local business	5. Potential to create attractive places	6. Need to upgrade	7. Potential impact
6	5	2	4	5	2	3
TOTAL 27						

This shows that Blenheim Road is a very active centre with potential to grow. However it has a low 'need to upgrade' and low 'potential impact' because the public domain was upgraded about 8 years ago and is in good condition.

STUDY RECOMMENDATIONS / RESULTS

The results of the analysis are presented in the following tables. The highest ranked centres, or areas within town centres, are presented by ward to allow comparisons. The highest possible score is 49, as each of the 7 criteria were given a score out of 7. For example, it can be seen that West Ward has no highly ranked small centres and that East Ward has twice as many highly ranked neighbourhood centres than the other 2 Wards. The limitations listed above must be acknowledged while analysing these results.

ITEM 4 (continued)**HIGHEST RANKED AREAS IN TOWN CENTRES (by Ward)**

Note: Macquarie Park (Lane Cove Road from Waterloo Road to Talavera Road) is not included here because it is assumed that that upgrade could be funded from the Macquarie Park Special levy.

<i>West Ward</i>	<i>Area within town centre</i>	<i>Score</i>
Eastwood	* East end of Rowe Street	41
	* West end of Rowe Street and east side of Trelawney Street	41
	* The Avenue	37
	* Hillview Road between Progress Avenue and Rowe Street	38
West Ryde	* Anthony Road	40

<i>Central Ward</i>	<i>Area within town centre</i>	<i>Score</i>
Top Ryde	* Church Street	38
	* South side of Blaxland Road	33
West Ryde	* East side of Ryedale Road	43
	* West side of Ryedale Road	43

<i>East Ward</i>	<i>Area within town centre</i>	<i>Score</i>
Gladesville	* Trim Place extension	41
	* East side of Victoria Road between Stansell Street and Pittwater Road plus north side of Pittwater Road between Victoria Road and library	41
	* West side of Victoria Road between Meriton Street and Trim Place	36

These figures show that the highest ranking areas in town centres are Rowe Street in Eastwood, Ryedale Road and Anthony Road in West Ryde, and Trim Place extension and the East side of Victoria Road between Stansell Street and Pittwater Road (plus the north side of Pittwater Road between Victoria Road and the library) in Gladesville.

ITEM 4 (continued)**HIGHEST RANKED SMALL CENTRES (by Ward)**

West Ward	Nil	
Central Ward	* Meadowbank Station West	20
East Ward	* Boronia Park * Monash Road	35 32

These figures show that the highest ranking small centres are Meadowbank Station West in Central Ward, and Boronia Park and Monash Road in East Ward. West Ward does not have a high ranking small centre because centres in this Ward have recently been upgraded, an example being Five Ways.

HIGHEST RANKED NEIGHBOURHOOD CENTRES (by Ward)

West Ward	* Agincourt Road * Allars Street	23 19
Central Ward	* Quarry Road * Watts Road	28 28
East Ward	* Avon Road * Callaghan Street * Pittwater Road * Sager Place	22 29 19 30

These figures show that highest ranking neighbourhood centres by Ward are Agincourt Road in West Ward, Quarry Road and Watts Road in Central Ward, and Sager Place and Callaghan Street in East Ward. Other highly ranked centres are Allars Street in West Ward, and Avon Road and Pittwater Road in East Ward. Sager Place is ranked highest overall.

The study entitled '*Centres – public domain upgrades*' is **CIRCULATED UNDER SEPARATE COVER.**

SUGGESTED PRIORITIES

The study recommendations have guided the identification of the works program but the priorities may vary from the study's recommendations because of reasons such as:

- some sites already having concept plans approved by Council.
- the need to spread the funding throughout the City as equally as possible.

The budget for the entire 4 years has been considered collectively because of the high cost of public domain upgrades. With reference to the tables above and the budget available over the 4 year period, the suggested priorities for funding for 2011/12 - 2014/15 are:

TOWN CENTRES – total \$4.8 million.

ITEM 4 (continued)

The priority listing is for the centres of:

- Church Street Ryde (stage 1) - \$2 million (Central Ward)
- Rowe Street (east) Eastwood - \$2.5 million (West Ward)
- Design work for both centres - \$300,000

Both these sites have had concept plans approved by Council, in 2007 and 2008. The east side of Victoria Road between Stansell Street and Pittwater Road (plus the north side of Pittwater Road between Victoria Road and the library) also scored highly. However the timing is not as appropriate for this area because it does not have an approved concept plan, and adjacent areas of Victoria Road have been upgraded recently.

Staff identified a budget of \$300,000 was required to prepare detailed design and construction plans for Church Street Ryde and Rowe Street (east) Eastwood. This will include community consultation with shopkeepers and local residents. Consultation is considered necessary because several years have elapsed since the concept plan was advertised in 2008.

In 2012/13 it is proposed to prepare concept designs for Trim Place extension, and the east side of Victoria Road between Stansell Street and Pittwater Road plus the north side of Pittwater Road between Victoria Road and the library.

SMALL and NEIGHBOURHOOD CENTRES - Total \$2.5 million

The priority listing for upgrade works is as follows:

- | | |
|-----------------------------------------|----------------|
| • Boronia Park – \$1.1 million | (East Ward) |
| • Sager Place - \$280,000 | (East Ward) |
| • Callaghan Street - \$112,000 | (East Ward) |
| • Agincourt Road - \$213,000 | (West Ward) |
| • Allars Street - \$100,000 | (West Ward) |
| • Quarry Road - \$81,000 | (Central Ward) |
| • Watts Road - \$90,000 | (Central Ward) |
| • Meadowbank Station (west) - \$315,000 | (Central Ward) |

It is proposed to begin with Boronia Park and then select a centre from each Ward in rotation, funding permitting. The centres to be upgraded following Boronia Park would be Agincourt Road, Quarry Road, Sager Place, Allars Street, and Watts Road. The small and neighbourhood centres are also being considered over the whole 4 years rather than year by year because of the cost of the upgrades. The estimate for Boronia Park is \$1.1million which exceeds the \$600,000 per year in the budget.

Consultation

Internal Council business units consulted included:-

- Project Development (Public Works)
- Operations (Public Works)

ITEM 4 (continued)

Internal Workshops held:-

- Councillor workshop 28 June 2011

City of Ryde Advisory Committees consulted included:-

- Not Applicable

External public consultation included:-

- There was extensive public consultation with shop owners and tenants, local residents and other stakeholders for both Church Street and Rowe Street (east) in 2007 and 2008.

Comments

At the Councillor workshop of 28 June 2011, it was considered that there was support for the upgrade of Church Street in Ryde and Rowe Street (east) in Eastwood, primarily because concept plans had already been approved by Council in 2007 and 2008.

Regarding the small and neighbourhood centres, the Councillors were amenable to commencing with Boronia Park and then selecting a centre from each Ward in rotation.

This choice of centres aims to distribute the funding and centre upgrades equally throughout the City.

Critical Dates

The following deadlines are required to be met:

- Detailed design for Church Street Ryde and Rowe Street (east) Eastwood by 30 June 2012.

Financial Impact

This proposal is provided for in the 4 year 2011/12 – 2014/15 budget for town centre upgrades of \$4.8 million and small and neighbourhood centre upgrades of \$2.5 million.

Policy Implications

There are no policy implications through adoption of the recommendation.

Other Options

Council could resolve not to adopt the study and suggested priority listing and recommend an alternative upgrade program.

Conclusion

A forward program has been established for capital works expenditure for public domain upgrades in Ryde's town, small and neighbourhood centres over the four years commencing in 2011/12. The study entitled '*Centres – public domain upgrades*' has been used to prioritise centres for public domain upgrades. This study recommends that the sites that already have an approved concept plan should be given priority in the budget for town centre upgrades for the 4 years from 2011/12 to 2014/15. These sites are Church Street in Ryde and Rowe Street (east) in

ITEM 4 (continued)

Eastwood. For the small and neighbourhood centres, it is recommended to commence with the highly ranked Boronia Park and then rotate through the other highly ranked centres.

5 CITY OF RYDE DEVELOPMENT CONTROL PLAN 2010 - Update on the review of Part 9.6: Tree Preservation

Report prepared by: Co-ordinator Natural Areas

Report dated: 30 June 2011

File No.: GRP/11/4/3 - BP11/471

Report Summary

To report to Council on the progress of the review of the City of Ryde Development Control Plan Part 9.6: Tree Preservation.

RECOMMENDATION:

That a Workshop be conducted with Councillors on Tuesday, 9 August 2011 commencing at 5.30pm on the review of the City of Ryde Development Control Plan Part 9.6: Tree Preservation.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Adam Smith

Co-ordinator Natural Areas

Report Approved By:

Simon Harrison

Manager Open Space

Simone Schwarz

Group Manager - Community Life

ITEM 5 (continued)**Background**

At Councils Committee of the Whole held on the 7 December 2010, No. 18/10, it was resolved:

- (b) That a review of the City of Ryde's Development Control Plan 2010 Part: 9.6 Tree Preservation be undertaken and reported to Council in six months.*

Report

A review of the City of Ryde Development Control Plan Part 9.6: Tree Preservation is in progress and the proposed changes identified as part of the review should provide clearer guidelines for the management of trees within the municipality. As part of the review process, a Workshop has been scheduled for Tuesday 9 August which will provide Councillors the opportunity to provide feedback and input into the review process. Also, as part of the review, Internal Workshops are also planned with other Council Business Units to obtain their thoughts and feedback on the proposed changes.

Consultation

Internal Council business units consulted included:-

- Urban Planning

Internal Workshops held:-

- Not Applicable

City of Ryde Advisory Committees consulted included:-

- Not Applicable

External public consultation included:-

- Not Applicable

Critical Dates

The review of the City Of Ryde's Development Control Plan 2010 Part: 9.6 Tree Preservation was to be undertaken and reported to Council in six months from December 2010.

Financial Impact

Adoption of the option(s) outlined in this report will have no financial impact.

Policy Implications

There are no policy implications through adoption of the recommendation.

Other Options

Not Applicable

ITEM 5 (continued)**Conclusion**

That the outcomes of the review of the City of Ryde Development Control Plan Part 9.6: Tree Preservation be reported to Council after the completion of the Workshops with both Councillors and Internal Business Units and will note the proposed changes that are to be implemented that will assist with the management and protection of trees within the City of Ryde.

6 WEST RYDE COMMUNITY CENTRE- Establishment of a Framework for Contribution to Costs by Community Tenants

Report prepared by: Social Policy and Planning Co-Ordinator

Report dated: 14 July 2011

File No.: GRP/11/4/3/3 - BP11/493

Report Summary

The West Ryde Community Centre is expected to be finalised in August 2011 and the purpose of this report is to present a framework to Council for determination of contribution by the community tenants to the costs of operating and maintaining the Centre.

Staff undertook extensive consultation with the community tenants on the proposed framework and the subsequent contribution amounts. The 4 community tenants have now agreed to the proposed framework in writing (**ATTACHMENTS 3, 4, 6, 8**).

The proposed framework is:

- Calculating the total cost to Council in depreciation and outgoings.
- Apportioning these costs to each of the community tenants based on the actual floor space for each tenancy.
- Developing a subsidy regime based on 5 categories.
- Calculating a contribution figure.
- The framework is based on the assumption that all expenses relating to daily running of each service (e.g. utilities) will be the responsibility of each tenant.
- Contribution is indexed to CPI annually.

Transition arrangements were negotiated with one community tenant as part of the consultation process to ensure sustainability of arrangements.

The result is:

Contribution Table- Community Tenants			
Community Tenant	Category	Annual contribution to be paid (\$)	Weekly Contribution to be paid (\$)
West Ryde Early Childhood Health Centre	5 (outgoings only)	9,817	188
West Ryde Neighbourhood Children's Centre	3 (70%)	24,474	470
CCA Family Day Care	2 (80%)	12,677	243
Ryde Family Support Service	2 (80%)	7,377	141
Total		54,345	

ITEM 6 (continued)**RECOMMENDATION:**

- (a) That Council adopt - a category based framework as presented in the report, and agreed to by community tenants, for determining the contribution towards Council's West Ryde Community Centre operation and maintenance costs, by the community tenants (West Ryde Neighbourhood Children's Centre (\$24,474), Christian Community Aid-Family Day Care (\$12,677), West Ryde Early Childhood Health Centre (\$9,817) and Ryde Family Support Service (\$7,377)) in the West Ryde Community Centre.
- (b) That the tenancies be executed based on Council's Standard License Agreement, subject to annual CPI indexation and a five year review.
- (c) That the West Ryde Neighbourhood Childcare Centre be given a two year transitional period before paying the full contribution to cost, with 25% of the full amount to be paid in the in the first year and 75% of the full amount in the second year, in acknowledgement of the organisation's establishment and operational costs in transitioning to doubling enrolment capacity.

ATTACHMENTS

1	December 2010 - Report to Council on Establishment of Contribution Framework for West Ryde Community Centre by community tenants	13 Pages
2	Ryde Family Support Services - Financial Report 2010	2 Pages
3	Ryde Family Support Services - Letter of agreement to contributions framework	1 Page
4	Early Childhood Health Centre - Northern Sydney Local Health District Letter of agreement to contributions framework	2 Pages
5	West Ryde Neighbourhood Children's Centre - Financial Report 2010	4 Pages
6	West Ryde Neighbourhood Children's Centre - Email agreement to contributions framework	1 Page
7	Family Day Care - Christian Community Aid - Financial report 2010	1 Page
8	Christian Community Aid - Letter of agreement to contributions framework	1 Page

Report Prepared By:

Jonathan Nanlohy
Social Policy and Planning Co-Ordinator

Report Approved By:

Baharak Sahebekhtiari
Manager - Community and Culture

Simone Schwarz
Group Manager - Community Life

ITEM 6 (continued)**Background**

Council received a report on establishment of a framework for contribution to costs of the West Ryde Community Centre in December 2010 (**ATTACHMENT 1**) which outlined three options on establishment of a framework.

The framework recommended to Council in December and again in this report is based on partial cost recovery and is based on the following principles:

- 1) financial sustainability for Council in providing new community facilities,
- 2) the tenants' capacity to pay and facilitating provision of affordable community services,
- 3) consistency and transparency in administration.

Council considered the report and subsequently resolved:

"That this matter be deferred to enable extensive consultation with affected stakeholders to achieve a more sustainable model to enable the continuing provision of services by these community organisations"

Following Council resolution staff consulted extensively with the tenants to be located in the West Ryde Community Centre: the Family Day Care service of Christian Community Aid, Ryde Family Support Service, West Ryde Neighbourhood Children's Centre and the West Ryde Early Childhood Health Centre (Northern Sydney Local Health District). The details of these consultations are included later in this report.

This report only deals with community tenancies. Commercial and retail tenancies within the building will be leased out and managed as per standard commercial practices.

Terminology:

- **Outgoings:** This refers to the expenses associated with keeping the building operational for all tenants and users. Expenses associated with common area cleaning, management of the Premises, insurance, inspections, lifts, lighting, maintenance and security of common area lighting, lifts, outdoor areas as well as services associated with common areas. The detailed list is provided in the standard license agreement.
- **Depreciation:** Depreciation is an accounting requirement to write down the value of assets over time. The rate and method of depreciation can vary according to the type of asset. Over time all fixed assets lose their ability to provide service. Therefore the cost of the fixed asset must be transferred to an expense account in a structured manner over the useful life of the asset. In calculating the cost of buildings to Council, depreciation is a legitimate item that must be considered as it impacts upon both Council's income/expenditure position as well as its balance sheet.

ITEM 6 (continued)

- **Market rental:** Market rental is the amount of rental income that a property could command on the open market. It is set by property owners to ensure they recover from the tenant all costs associated with acquiring and operating the building and at the same time include a margin for their profit. Market rental is established by what others are prepared to pay and reflects factors such as supply & demand, availability, attractiveness and condition of premises, areas and the state of the general economy. It fluctuates with the market and is generally established by seeking comparable evidence of what others are paying. Council only charges market rental on commercial, residential and retail space in order to derive a satisfactory return on the asset.

Report

Council needs to determine a framework for calculating contributions towards the operation and maintenance costs by the tenants in the West Ryde Community Centre (WRCC). The Centre is expected to be finalised in August 2011.

This report recommends a framework to Council for determination of contribution to the costs by the community tenants. The framework and the contribution amounts after extensive consultation has been agreed to by the community tenants.

Framework for Contribution towards Costs

The framework includes the following elements:

- Area - the net lettable area occupied by each tenant.
- Outgoings - the annual expenses for Council to run the building.
- Depreciation - an allowance to write down the value of the asset over time which is deducted from the income (rent) earned.
- Subsidy Value –gross rent foregone by Council as part of the subsidy package.
- Rent – expressed as income attributed to the building.
- The framework is based on the assumption that all expenses relating to daily running of each service (e.g. utilities) will be the responsibility of each tenant.

Categories of subsidy

The proposed framework takes into consideration the type and the capacity of the organisations.

As outlined in the table below, the amount that tenants pay *towards the costs of maintaining and operating* the West Ryde Community Centre is based on a sliding scale of subsidies depending on which category they fall into.

ITEM 6 (continued)

Category 1: 90% Subsidy of costs to Council - Small volunteer based services, with limited or no funding

Category 2: 80% Subsidy of costs to Council - Frontline services with little or no ability to raise revenue

Category 3: 70% Subsidy of costs to Council - Community based childcare centres,

Category 4: No Subsidy of costs to Council - Self funded service, state/federal agencies, large State wide NGO's

Category 5: Early Childhood Health Centres – payment of outgoings only.

The framework includes:

- Calculating the total cost to Council in depreciation and outgoings.
- Apportioning these costs to each of the community tenants based on the actual floor space for each tenancy.
- Developing a subsidy regime based on 5 categories above.
- Calculating a contribution figure.
- Indexing of contribution to CPI annually.

The result is:

Contribution Table- Community Tenants			
Community Tenant	Category	Annual contribution to be paid (\$)	Weekly Contribution to be paid (\$)
West Ryde Early Childhood Health Centre	5 (outgoings only)	9,817	188
West Ryde Neighbourhood Children's Centre	3 (70%)	24,474	470
CCA Family Day Care	2 (80%)	12,677	243
Ryde Family Support Service	2 (80%)	7,377	141
Total		54,345	

Impact on Council

The framework recovers part of Council's costs. More information on impact to Council is provided later in the report under Financial Impact.

Pros:

- A category based contribution to costs links levels of subsidy to service delivery and benefit to the community.
- A greater number and types of community organisations may be accommodated in new multipurpose facilities.
- Process allows for the development of the service sector and introduction of emerging services.

ITEM 6 (continued)Cons:

- Financial – Council would make a loss.
- Administration of a category based framework is more resource intensive in assessment and review and processes.
- Determination of categories includes a more intensive consultation process which would be more resource intensive to manage.

Overall subsidy provided

As outlined in the table below the framework represents a range of subsidy from 90.40% to 93.70% against the market rent to the tenants.

SUBSIDY TABLE					
Community Tenant	Area	Gross Rent	Community Contribution	Council Subsidy	Percentage Subsidy
West Ryde Early Childhood Centre	248.8	\$101,997	\$9,817	\$92,180	90.40%
West Ryde Neighbourhood Children's Centre	633.4	\$259,666	\$24,474	\$235,192	90.60%
CCA Family Day Care	492.18	\$201,772	\$12,677	\$189,095	93.70%
Ryde Family Support	286.41	\$117,416	\$7,377	\$110,039	93.70%
		\$680,851	\$54,345	\$626,506	92%

Council's Costs

Councils Business Infrastructure Unit and Operations Unit have recently reviewed the proposed building from an asset management perspective to determine the costs associated with 2011/2012 operating outgoings.

As the fabric and services of the building are nearing completion estimates can now be more clearly defined.

Table 1 below outlines the reviewed cost estimates:

Table 1

<p>West Ryde Community Centre:</p> <ul style="list-style-type: none"> • Total (Gross) Building Area: 3,362.44 m² • Estimated Outgoings Budget (2011-2012): \$174,700 (Whole building) • Estimated gross market rental per square metre: \$410 per m² • Depreciation: \$300,378 per year

As all consultation between January and June 2011 and subsequent agreement with the community tenants were based on the lower estimates of December 2010, the dollar contribution amounts recommended in this report presented to Council have not changed to reflect the higher cost estimates to Council.

ITEM 6 (continued)

Council's costs associated with each area of the community tenancies are outlined below in table 2:

Table 2

COST TO COUNCIL including Depreciation Estimate July 2011				
Proposed User	Area	Outgoings	Depreciation	
West Ryde Early Childhood Centre	248.8	\$12,927	\$22,226	\$35,153
West Ryde Neighbourhood Children's Centre	633.4	\$32,909	\$56,584	\$89,493
CCA Family Day Care	492.18	\$25,572	\$43,968	\$69,540
Ryde Family Support	286.41	\$14,881	\$25,586	\$40,467
		\$86,289	\$148,364	\$234,653

Councils Outgoing costs are likely to continue to increase over and above CPI. This means that effectively Councils subsidy to the community groups is likely to increase each financial year over the term of the licence period.

Consultation Process

As per Council resolution, Council staff consulted extensively with the community tenants; Family Day Care service of Christian Community Aid, Ryde Family Support Service, West Ryde Neighbourhood Childcare Centre and the West Ryde Early Childhood Health Centre, to develop a sustainable model to enable the continuing provision of services by these community organisations in the West Ryde Community Centre.

In January 2011 the General Manager, John Neish held an initial consultation with all the community tenants. The consultation highlighted the need for Council's sustainable provision and development of community facilities and community tenants' sustainable delivery of services.

The meeting established the time frame and content for the consultation process resulting in the delivery of the following consultation schedule:

January 2011

- 1 combined community tenants consultation with the General Manager John Neish and staff.
- 3 individual service visits by the General Manager John Neish and staff.

March 2011

- 4 individual community tenant consultations with City of Ryde staff.

June 2011

- 4 individual community tenant consultation with City of Ryde staff.

ITEM 6 (continued)

The consultations provided an opportunity for open and transparent discussions with community tenants about the financial capacities and challenges to contribute towards the operating and maintenance costs of the West Ryde Community Centre, and the issues faced by the community tenants and Council alike in the provisions of services in the new West Ryde Community Centre.

The consultations focussed on the following areas regarding the community tenants and their services:

- *Services provided,*
- *No. of service users, postcodes of Service users,*
- *Financial position of the organisations: Grants, Fees, Impact of proposed contributions to costs on fees,*
- *Effects on disadvantaged clients,*
- *Staffing levels, No. of volunteers, No. of volunteers provided, Cost of volunteer hours, Last Audited financial report, proposed contribution to council costs,*
- *Agreement to proposed framework for contribution to West Ryde Community Centre costs.*

A summary of the responses are included later in this report under the heading Community Tenant Consultation Summary Tables.

At the end of the final round of consultations in June 2011 a consensus was reached with all community tenants agreeing to make a contribution to Council's costs of operating and maintaining the West Ryde Community Centre in accordance with the framework presented to Council in this report.

In addition to the above consultations a further 12 meetings were conducted with community tenants regarding the West Ryde Community Centre and their individual building schedules, fit outs and outstanding issues.

Community Tenant Consultation Summary Tables

Ryde Family Support Service 286.2 sqm	
Services provided	<ul style="list-style-type: none"> • Provides family support case work, group work, advocacy, playgroups, grandparent support & counselling
No of service users	<ul style="list-style-type: none"> • In 2009/10 RFS provided service to 222 families in Ryde/Hunters Hill. • 1239 occasions of service to these families.
Postcodes of Service users	<ul style="list-style-type: none"> • The majority in the Ryde LGA.
Grants	<ul style="list-style-type: none"> • Receives grant funding from Dept of Community Services. \$430,360 in 2010
Fees	<ul style="list-style-type: none"> • All services are free of charge
Impact of contributions costs on fees	<ul style="list-style-type: none"> • No Impact
Effects on disadvantaged clients	<ul style="list-style-type: none"> • No effects

ITEM 6 (continued)

Ryde Family Support Service 286.2 sqm	
Staffing levels	<ul style="list-style-type: none"> • (4.8 FTE) • 9 staff
No of volunteers	<ul style="list-style-type: none"> • Management committee members
No of volunteers hours provided Cost of volunteer hours	<ul style="list-style-type: none"> • Total 200 hours volunteers hours • In kind cost of \$6,000 estimated by RFSS
Last Audited financial report	<ul style="list-style-type: none"> • RFSS Financial report 2010 (ATTACHMENT 2) • Sighted, analysed and discussed
Proposed contribution to council	\$7,377
Agreement to proposed framework for contribution to WRCC cost	<ul style="list-style-type: none"> • Agreed to proposed contribution to Council costs of \$7,377 • Letter of agreement (ATTACHMENT 3)

West Ryde Early Childhood Health Northern Sydney Local Health District (NSW State Govt) 248.8 sqm	
Services provided	<ul style="list-style-type: none"> • Provides support, advice and referral on all issues relating to parenting and child development. Regular screening and assessment of children from 0-5 yrs.
No of service users	<ul style="list-style-type: none"> • 552 new families registered In 2010/2011 • 4,750 occasions of service to these families
Postcodes of Service users	<ul style="list-style-type: none"> • Postcode 2114, Denistone, Denistone West, Meadowbank, Melrose Park and West Ryde, 2122 Eastwood and Marsfield
Grants	<ul style="list-style-type: none"> • Nil
Fees	<ul style="list-style-type: none"> • All services free of charge
Impact of contributions costs on fees	<ul style="list-style-type: none"> • N/A
Effects on disadvantaged clients	<ul style="list-style-type: none"> • N/A
Staffing levels	<ul style="list-style-type: none"> • 2.6 FTE • 4 staff
No of volunteers	<ul style="list-style-type: none"> • Nil
No of volunteers hours provided	<ul style="list-style-type: none"> • N/A
Last Audited financial report	<ul style="list-style-type: none"> • N/A
Proposed contribution to council	\$9,817 pa.

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West Ryde Early Childhood Health Northern Sydney Local Health District (NSW State Govt) 248.8 sqm	
Agreement to proposed framework for contribution to WRCC costs	<ul style="list-style-type: none"> Agreed to proposed contribution to Council costs of \$9,817 pa. Letter of agreement (ATTACHMENT 4)
Issues resolved as part of consultation	<ul style="list-style-type: none"> It was proposed that the Northern Sydney Local Health District (NSLHD) make a contribution of \$32000 which included both depreciation and outgoing costs. As part of consultation process NSLHD expressed a concern about making a contribution to depreciation citing historical arrangements and that historically the State government had contributed to the building assets. The resolution was that NSLHD would be responsible for payment of outgoings (\$9817) as well as take responsibility for furnishing and operating costs of the ECHC service.

West Ryde Neighbourhood Children's Centre 633.4 sqm	
Services provided	<ul style="list-style-type: none"> Provides Long day care including children with special needs. Gives priority to low income families as per funding guidelines.
No of service users	<ul style="list-style-type: none"> Currently provides childcare for 27 places for children 0-5 years, including children with special needs. 40 children currently enrolled
Postcodes of Service users	<ul style="list-style-type: none"> 90% children live in Ryde LGA
Grants	<ul style="list-style-type: none"> Receives Dept of Community Services subsidy for salaries \$30,327 in 2010
Fees	<ul style="list-style-type: none"> Fees range from \$70 to \$74 per day based on age of child, providing affordable rates for low income earners
Impact of contributions costs on fees	<ul style="list-style-type: none"> Fees will need to be raised to meet contribution costs. There is some small scope for a rise in fees
Effects on disadvantaged clients	<ul style="list-style-type: none"> Concern on effects of fee rises on low income earners
Staffing levels	<ul style="list-style-type: none"> Eight staff plus a casual pool at current (staff will have to increase in new centre due to increased number of children)
No of volunteers	<ul style="list-style-type: none"> 8 parents Management Committee members 20 parents fundraising and other activities
No of volunteers hours provided Cost of volunteer hours	<ul style="list-style-type: none"> Total 656 hours volunteers hours in kind cost of \$56,930 estimated by WRNCC

ITEM 6 (continued)

West Ryde Neighbourhood Children's Centre 633.4 sqm	
Last Audited financial report	<ul style="list-style-type: none"> • WRNCC Financial report 2010 (ATTACHMENT 5) • Sighted, analysed and discussed
Proposed contribution to council	\$24,474 pa.
Agreement to proposed framework for contribution to WRCC costs	<ul style="list-style-type: none"> • Agreed to proposed contribution to Council costs of \$24,474 pa. • Email letter of confirmation (ATTACHMENT 6) • Would like 2 year transition period, see below schedule, to pay full rent as service needs to double number of childcare places to 56 and pay down debt from establishment costs. <ul style="list-style-type: none"> ○ Year 1 – \$6,118 (25%) ○ Year 2 - \$ 18,355 (75%)
Issues resolved as part of consultation	<ul style="list-style-type: none"> • The General Manager after consultation with Department of Human Services (DoCS) authorised full payment of the grant received in 1993 to the WRCC and held in reserve by Council. This was inclusive of original amount of \$101,000 as well as the interest. In total \$202,745 • The key issue addressed was transition to the full contribution towards costs with the final agreement being that WRNCC would pay the full amount of \$24,474 after a transition period of 2 years with the following payment schedule: • Year 1 – \$6,118 (25%) <ul style="list-style-type: none"> ○ \$2,447 (first 6 months) ○ \$3,671 (second 6 months) • Year 2 - \$ 18,355 (75%) <ul style="list-style-type: none"> ○ The payment schedule for the remaining 75% to be determined in consultation with CoR staff and WRNCC in line with WRNCC budget forecast. • After the 2 year transition period WRNCC will pay the full amount as per the standard license agreements payment schedule

Family Day Care - Christian Community Aid 492.8 sqm	
Services provided	<ul style="list-style-type: none"> • Provides support, training and administration to 86 active child carers, • Provides family day care, before and after school care.
No of service users	<ul style="list-style-type: none"> • 569 families, • 653 children • Total of 673,000 hours of care annually.
Postcodes of Service users	<ul style="list-style-type: none"> • 48% of FDC families live in the Ryde LGA.
Grants	<ul style="list-style-type: none"> • Grants: from Federal government on per child basis per Effective Full Time (EFT) child - which is 35 hours /week \$450,450 in 2010

ITEM 6 (continued)

Family Day Care - Christian Community Aid 492.8 sqm	
Fees	<ul style="list-style-type: none"> • Fees: the organisation does not control fees charged by individual carers • Carer Fees - \$6.00-\$7.00 per hour
Impact of contributions costs on fees	<ul style="list-style-type: none"> • Raising fees to meet contributions not seen as viable by organisation
Effects on disadvantaged clients	<ul style="list-style-type: none"> • Not applicable as fees will not be raised
Staffing levels	<ul style="list-style-type: none"> • Seventeen staff
No of volunteers	<ul style="list-style-type: none"> • 3 volunteers
No of volunteers hours provided Cost of volunteer hours	<ul style="list-style-type: none"> • Total 656 hours volunteers hours • in kind cost of \$19,680 estimated by FDC
Last Audited financial report	<ul style="list-style-type: none"> • FDC Financial Performance Statement 2010 (ATTACHMENT 7) • Sighted analysed and discussed
Proposed contribution to council	\$12,677 pa.
Agreement to proposed framework for contribution to WRCC costs	<ul style="list-style-type: none"> • Agreed to proposed contribution to Council costs of \$12,677 pa. • Email letter of agreement (ATTACHMENT 8)
Issues resolved as part of consultation	<ul style="list-style-type: none"> • The key issue addressed was the understanding that Council's proposed framework was for a contribution towards operating costs. Christian Community Aid then agreed to the framework on the clear understanding that payments by community tenants were not for rent, from which Council receives a profit, but for contributions towards operating costs.

Future Tenants

In addition to consultations with the above community tenants Council staff have been in negotiations with Relationships Australia and Good Beginnings to tenant the West Ryde Community Centre first floor meeting room to provide information and referral and group work services to families in the Ryde LGA. The proposed tenancy would value add to the range of services that young families can access in the one community hub.

Relationships Australia has agreed to contributions to operating and maintenance costs in line with the Category 4 of the proposed framework recommended in this report. Relationships Australia is currently negotiating for the use of approximately 70 sqm

ITEM 6 (continued)**Implementation**

The West Ryde Community Centre tenancies will be managed through Council's standard license agreement which is being reviewed to ensure it covers the requirements of a multi-use/hub function. It would be expected that the community groups will execute the standard license agreement and acknowledge their ongoing responsibilities as contained within that document. The key requirements of the license agreement are outlined below:

Council responsibilities

Council will be responsible for any structural works or maintenance of items that form part of the structure or the fabric of the building (e.g.: roof, windows, external walls, ceilings tiles and building plant and floor coverings).

Tenant's responsibilities

Tenants will be responsible for the ongoing maintenance of their facilities. In the main these maintenance works will relate to items of internal fit-out as well as any works undertaken by the licensee.

Once the tenants have moved into the Centre Council will not be responsible for items that represent a normal tenant fit-out such as furniture, internal partitions, lighting, kitchens (including sinks, boiling water units, chilled water units, cupboards and benches), stand alone plant (such as split system or window air-conditioners), shelving, storage and window furnishings.

Term of the License

The term of the License is for five (5) years. At the end of the License period there would be a review to ensure that the circumstances of each tenant have not changed significantly and that the services provided are continuing to meet community needs.

The review would take place in consultation with the community tenants.

Annually each tenant would be required to provide copies of annual financial reports as well as an annual report of activities inclusive of data on usage, service levels, staffing and demographic breakdown of service users.

Indexation of contribution towards costs

The License agreement includes a provision for the annual CPI indexing of the contribution towards costs.

Consultation

Internal Council business units consulted included:-

- Business Infrastructure-
Council's Business Infrastructure Unit has reviewed the building from an asset management perspective to determine the costs associated with operating and consistent management of the asset. Details of advice included below under the heading Financial Impact.

Internal Workshops held:-

- Councillor workshop 21 June 2011.

ITEM 6 (continued)

The framework in this report was presented to a Councillor workshop on 21 June 2011.

Councillors agreed that a framework of partial cost recovery for new buildings was important for council to be able to provide sustainable and equitable community facilities now and in the future.

Councillors requested that staff further research any historical documentation of undertakings given by Council to community tenants in relation to amount of payment of an annual contribution for West Ryde Community Centre.

Staff have researched this issue and have not been able to find any written record of undertakings or agreements relating to tenants' contribution for this building.

External public consultation included:-

- The tenants were consulted on the framework recommended in this report and have confirmed their agreement with it in writing.

Critical Dates

The following deadlines are required to be met:

- The West Ryde Community Centre is estimated to achieve practical completion in August 2011. The tenants need to plan for their transition into the building and factor any contribution to costs into their budgets. They would need to be informed as soon as possible.
- License agreement would need to be finalised before community tenants can move in and commence fit out.
- Licenses cannot be granted until ownership of building is transferred to Council.

Financial Impact

The proposed framework in this report is based on estimates of the direct costs (outgoings and depreciation) to Council in operating West Ryde Community Centre and seeks partial recovery of recurring ongoing expenses. Outgoings are recurrent costs in respect of the annual statutory, utility and operational expenses in running the building. Rises in these costs are market based and do not directly correlate with CPI. Statutory and utility charges are determined by IPART. It should be noted recent determinations by IPART in relation to energy and water charges have been well in excess of CPI.

It is anticipated that the income generated from the retail and commercial tenancies will reduce the financial impact on Council from subsidies provided to community tenants.

It is envisaged that the retail and commercial tenancies will be leased in the short to medium term upon the building achieving practical completion. There is 199.5 sqm of retail space and 686.3sqm of commercial space within the West Ryde Community Centre. The actual floor area calculations are subject to survey.

ITEM 6 (continued)

The details of the commercial and retail tenancy arrangements are not included in this report for Commercial in Confidence reasons. However the Business Infrastructure unit has provided the following in relation to over all financial impact to Council from operating the West Ryde Community Centre:

Having regard to:

- commercial and retail income.
- Depreciation.
- outgoing costs, associated with the running of the building.
- community subsidies on areas occupied by the community groups.

It is anticipated that the financial impact of the community licences, will have a net effect of losing approximately \$141,000 per annum.

In real terms the opportunity commercial cost of the community tenants is a net of \$626,506 per annum of forgone gross income (i.e. Council Subsidy based on pre-committed and purpose built fitted out Premises).

Policy Implications

Adoption of the framework outlined in this report will not have an impact on an existing Policy. It is envisaged that if Council endorses the recommendations of this report the principles of the proposed framework will be included as part of a future Community Facilities Licensing Policy.

Other Options

The report on this issue considered by Council in December 2010 (**ATTACHMENT 1**) outlined 3 options, which could be revisited by Council.

Conclusion

Council needs to determine a costs contributions framework for the community tenants who will be housed in the West Ryde Community Centre. This Centre is currently under construction and due to be finalised in August 2011.

This report presents a framework for Council's consideration for determining community tenants' contributions to Council's costs in the running and maintenance of the West Ryde Community Centre. The framework is based on the principles of cost recovery; that is recovering all or part of the direct costs to Council in running the Centre. The framework recommended does not seek to gain a profit for Council.

Between December 2010 and July 2011 extensive consultation was undertaken with community tenants. At the end of the final round of consultations in July 2011 a consensus was reached with all community tenants agreeing to make a contribution to Council's costs of operating and maintaining the West Ryde Community Centre in accordance with the framework and amounts presented to Council in this report.

ITEM 6 (continued)**ATTACHMENT 1****10 WEST RYDE COMMUNITY FACILITY- Establishment of Framework for Rental Contribution by Community Tenants**

Report prepared by: Manager - Community and Culture**Report dated:** 8/11/2010**File No.:** GRP/10/2/001/6 - BP10/674

Report Summary

The purpose of this report is to present options to Council for determination of a rental contributions framework for the community tenants who will be housed in the West Ryde Community Facility. This Facility is currently under construction and due to be finalised in May 2011.

The framework will need to take into account 1) financial sustainability for Council in providing new community facilities, 2) the tenants' capacity to pay and facilitating provision of affordable community services and 3) consistency and transparency in administration.

The tenants who will be housed in the Facility are the Family Day Care service of Christian Community Aid, Ryde Family Support Service, West Ryde Neighbourhood Childcare Centre and the West Ryde Early Childhood Health Centre.

This report presents three options for Council's consideration in choosing a framework for determining rental contributions. The options are based on the principles of cost recovery; that is recovering all or part of the direct costs to Council in running the Facility. The options do not seek to gain a profit for Council.

Option 1 is for partial cost recovery where the proposed rental contribution covers the annual expenses associated with running the Facility.

Option 2 is for full cost recovery where the proposed rental contribution covers all Council costs including depreciation.

Options 3 is for partial cost recovery where the proposed rental contribution is calculated on a further subsidy regime linked to categorisation of each organisation's service and capacity to raise revenue. The proposed rental contribution only partially covers Council's costs.

Feedback was sought from the three community organisations (West Ryde Neighbourhood Childcare Centre, Family Day Care - Christian Community Aid, and Ryde Family Support) on the three options. A summary of their feedback is provided in the body of the report.

RECOMMENDATION:

- (a) That Council adopt Option three-a category based subsidy model as presented in the report for determining the rental contribution for the tenants (West Ryde Neighbourhood Childcare Centre, Christian Community Aid-Family Day Care, West Ryde Early Childhood Health Centre and Ryde Family Support) in the West Ryde Community Facility.

ITEM 6 (continued)

ATTACHMENT 1

- (b) That the tenancies be executed based on Council's Standard License Agreement, subject to annual CPI indexation and a five year review.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Baharak Sahebekhtiari
Manager - Community and Culture

Report Approved By:

Michael Betts
Manager - Buildings and Property

Simone Schwarz
Group Manager - Community Life

ITEM 6 (continued)**ATTACHMENT 1****Background**

The City of Ryde aims to provide community facilities and spaces that are responsive to the community's needs. Council's core roles in the planning and provision of community facilities include analysing need, facilitating provision of services, advocacy, maintaining and operating community buildings, levying developers for funding contributions and developing management strategies.

As part of the approval of the development of West Ryde Urban Village project Council negotiated construction of West Ryde Community Facility (WRCF) by the developers. The WRCF is now under construction by Coles Group Property Development (Coles) and is expected to be finished by May 2011.

Council adopted a strategic direction for the delivery of community facilities as outlined in the Community Facilities: Future Directions document, in July 2010. Multipurpose facilities are highlighted as the preferred model of meeting the needs of the community and supporting service provision by the not-for-profit sector in the future.

WRCF is the first multipurpose facility in Council's portfolio of community facilities and will be focused on the provision of services for children and families. It is anticipated that over the next 10-20 years Council will be moving to develop three or four other multi-purpose facilities as opportunity arises.

The WRCF has been designed and planned to house three community tenants and an early childhood health centre which is a Health NSW service, plus some retail space on the ground floor, a community hall, meeting rooms as well as office spaces for commercial letting by Council.

The table below shows the configuration of the building:

Basements x 2	Parking and Storage
Ground Floor	Ryde Family Support West Ryde Early Childhood Health Community Hall Retail Spaces x3
First Floor	West Ryde Neighbourhood Childcare Centre (WRNCC)
Second Floor	Commercial Offices
Third Floor	Family Day Care- Christian Community Aid

ITEM 6 (continued)**ATTACHMENT 1****Tenants:**

The table below outlines the details of each tenant, current accommodation arrangements and existing support from Council:

Tenant	Funding Sources	Premises & rent	Other support by Council
Ryde Family Support <ul style="list-style-type: none"> <i>Nine staff. Provides family support case work, group work, advocacy, playgroups, grandparent support & counselling</i> <i>Fees: All services are free of charge</i> 	Grant Funding Only	Private rental	Nil
West Ryde Neighbourhood Childcare Centre <ul style="list-style-type: none"> <i>Eight staff plus a casual pool. Provides Long day care including children with special needs. Gives priority to low income families as per funding guidelines.</i> <i>Currently provides childcare for 27 places for children 0-5 years.</i> <i>Fees: Fees range from \$68 to \$72 per day based on age of child.</i> <i>Grant: annual grant of \$30,000 from DoCS</i> 	Funding & childcare Fees	Council property No rent charged	Nil
Family Day Care- Christian Community Aid <ul style="list-style-type: none"> <i>Seventeen staff, provides family day care, before and after school care.</i> <i>Support and administration to 86 active child carers, 569 families, 653 children and a total of 673,000 hours of care annually.</i> <i>Fees: the organisation does not control fees charged by individual carers</i> <i>Grants: per child from federal government</i> 	Grants & Carer Fees	Council Property \$1700 per year (\$32 Per Week)	Annual funding under Community Aid grants in 2009-10 \$35,000
West Ryde Early Childhood Health <ul style="list-style-type: none"> <i>Two staff, provides support, advice and referral on all issues relating to parenting and child development. Regular screening and assessment of children from 0-5 yrs.</i> <i>Fees: All services free of charge</i> 	State Government service	Council property No rent charged	Council pays for all operating costs including phone, electricity, cleaning etc

The progress in the development and the nomination of a delivery date for the WRCF by Coles means a number of logistical issues need to be addressed to ensure the smooth transition of the tenants into the building in mid 2011.

One of the key issues to be resolved is a framework to determine rental contributions by the tenants, which is the subject of this report.

ITEM 6 (continued)**ATTACHMENT 1****Draft Community Facilities Licensing Policy**

There is no adopted policy that provides clear direction to staff on how to manage the aspirations of community groups occupying or wishing to occupy community facilities in buildings owned by Council. A draft Community Facilities Licensing policy has been developed and brought before Council through both workshops and formal reports.

It is anticipated that the draft Policy including options for a pricing mechanism for existing community facilities will be reported to Council next year.

Council's support to the Community:

Council provides a significant of financial support and subsidies to the community groups and organisations in the City of Ryde. The figures below are Council's contribution in 2009-10.

- \$220,000 in the annual Community Grants Program to the not-for-profit groups and organisations.
- \$3,676,374 in subsidy to community groups, schools, and sporting clubs, for the use of community facilities, halls, parks and swimming pools for various community and government organisations.

Property Investment & Accommodation Management Roles

Council has a diverse property portfolio which caters for a myriad of uses and activities including civic and staff accommodation, public libraries, community halls and meeting spaces, amenities and club rooms, toilets, historical & heritage, investment, residential as well as those occupied by various community groups. The latter group, and in particular those that will occupy the West Ryde Community Building are the subject of this report.

The property portfolio can be viewed as having two distinctly different roles, one is to provide the buildings from which the various functions of Council can operate and the other is to provide a valuable financial asset to Council. The latter if not managed effectively and appropriately can result in deterioration in the asset's value resulting in an impact on Council's balance sheet and financial position. The former plays a very important role in the delivery of cost effective services to the community.

The effect of the above is that strategies for each role can have an impact on the other and vice versa. Therefore an holistic approach needs to be adopted. The options canvassed later in this report have taken that approach.

Report

Council needs to determine a framework for calculation of rental contributions by the tenants in the West Ryde Community Facility (WRCF). Whilst the Facility includes retail and commercial tenancies as well (see table on page three), this report only deals with the community tenancies. The commercial and retail tenancies will be managed as per market based commercial practices.

The framework for establishing rental contributions by community tenants will need to be applicable to all future multipurpose community facilities and take into consideration the following elements:

ITEM 6 (continued)**ATTACHMENT 1****1. Financial Sustainability: Continued ability of Council to provide facilities**

It is important that Council seeks to recover some costs on all of its buildings from those who occupy them. In this way ongoing expenses can be neutralised and funds can then be directed to renewing assets and investing in new facilities. If Council continues to heavily subsidise community groups occupying its buildings the ability to fund and construct new Community Buildings, as foreshadowed in the Community Facilities - Future Directions Plan, will be severely compromised.

The West Ryde Community Facility presents an opportunity to put in place a model for what community groups can expect to pay that can be applied to other similar new buildings in the future. A partial cost recovery model can assist Council with implementing its ongoing maintenance and investment programs and at the same time limit the immediate financial impost on community groups.

Income from the commercial and retail components in conjunction with community tenants' contributions is envisaged to assist Council's development of a sustainable community facilities program.

The proposed cost recovery options in this report are based on the direct costs to Council in providing community facilities. These options do not seek to make a profit from community facilities, therefore the calculations are not based on market rental.

This means that all options contain an element of profit foregone and may have an implication for Council's balance sheet in terms of potential return on assets.

An attempt has been made to quantify the current costs of the community facilities that will be relocated to the West Ryde Community Facility. However this is unfortunately a complicated exercise. One of the groups, Ryde Family Support does not occupy a Council building. The Early Childhood Health Centre is accommodated in temporary premises at 1A Station Street which has costs attributable to other groups that use it and the Centre's costs can't be specifically separated. Christian Community Aid will relocate one of its functions from premises at Lakeside Road into the new building and will move the current occupants at 2 Dickson Avenue to Lakeside Road.

The only direct comparison from a costs perspective is for West Ryde Neighbourhood Childcare Centre from 8 Chatham Road. Details of current costs budgeted for 2010/11 against the above is shown in the table below:

Property Address	Operating costs pa	Depreciation pa	*Income received pa	#Property valuation	^Assessed Market Rental pa
8 Chatham Road	\$9,439	\$14,058	Nil	\$681,000	\$37,493
2 Dickson Avenue	\$3,449	\$6,563	\$650	\$470,000	\$22,496
12 Lakeside Road	\$3,851	\$8,448	\$1,050	\$605,000	\$20,353
Total	\$16,739	\$29,069	\$1,700	\$1,756,000	\$80,342

Notes:

* Income is from recoverable rates and water rates.

Valuation derived from Fair value as at 30 June 2008. Higher valuations would be expected if the assessed market rental was charged and the property was re-valued as at 2010.

^ Market rental assessed as at July 2010.

ITEM 6 (continued)**ATTACHMENT 1**

The direct costs associated with buildings are as follows:

- **Outgoings:** This refers to the expenses associated with keeping the building operational for all tenants and users. Expenses associated with common area cleaning, management of the Premises, insurance, inspections, lifts, lighting, maintenance and security of common area lighting, lifts, outdoor areas as well as services associated with common areas. The detailed list is provided in the standard license agreement.
- **Depreciation:** Depreciation is an accounting requirement to write down the value of assets over time. The rate and method of depreciation can vary according to the type of asset. Over time all fixed assets lose their ability to provide service. Therefore the cost of the fixed asset must be transferred to an expense account in a structured manner over the useful life of the asset. In calculating the cost of buildings to Council, depreciation is a legitimate item that must be considered as it impacts upon both Council's income/expenditure position as well as its balance sheet.
- **Market rental:** Market rental is calculated by property owners to ensure they recover from the tenant all costs associated with operating the building and at the same time include a margin for their profit. Market rental is established by what others are prepared to pay and reflects such things as supply & demand, availability, attractiveness and condition of premises, areas and the state of the general economy. It fluctuates with the market and is generally established by seeking comparable evidence of what others are paying. Council only charges market rental on commercial, residential and retail space in order to derive a satisfactory return on the asset. Community buildings are not charged market rental.

2. Support for affordable service provision to Ryde community:

A key principle underpinning Council's provision of community facilities is to support accessible service provision to the Ryde community.

For this reason the rental contribution framework needs to give consideration to

- a) the organisations' Capacity to Pay:
Community organisations mostly depend on grants and fundraising. In most cases grants are capped and do not keep pace with CPI.
- b) the consequent impact on affordability of the services provided particularly in the case of childcare:
Community based fee for service organisations present a more affordable option for families when compared to private providers of the same services. It is important that the affordability of these services is not jeopardised and that the framework supports the affordability of these services.

3. Consistency and transparency

The framework needs to be developed so that it can be applied consistently and transparently to all organisations and to all future new community facilities.

Framework Options:

This report presents three options for rental contribution calculation based on the above elements for the Councillors' consideration and determination.

ITEM 6 (continued)**ATTACHMENT 1**

The options are based on the estimated costs to Council for each of the tenancy areas. Each Option includes the following elements:

- the annual expenses for Council to run the building (outgoings)
- an allowance to write down the value of the asset over time (Depreciation)
- the actual floor area occupied by each tenant (Floor Area)
- a proposal for an amount of rental contribution by each tenant and the subsequent financial impact on Council
- the level of overall subsidy for each tenant as measured against market rent.

These options are based on the assumption that all expenses relating to daily running of each service will be the responsibility of each tenant.

The table below outlines the estimated costs to Council for each tenancy area in the facility.

West Ryde Community Facility:				
<ul style="list-style-type: none"> • Total Building Area: 3,362.44 m² • Estimated Outgoing Budget (2011-2012) based on 5 yr average: \$132,673 (Whole building) • Estimated net market rental per square metre: \$410 per m² • Depreciation: \$300,378 per year 				
	Floor Area Occupied	Outgoings (\$)	Depreciation (\$)	Total Costs to Council (\$)
West Early Childhood Centre	248.8 m ²	9,817	22,226	32,043
West Ryde Neighbourhood Childcare Centre	633.44 m ²	24,994	56,587	81,581
CCA Family Day Care	492.18 m ²	19,420	43,968	63,388
Ryde Family Support	286.41 m ²	11,301	25,585	36,887
		65,532	148,366	213,899

Option 1: as outlined in the table below, the tenants pay only the annual expenses incurred by Council, ie the Outgoings.

Option One	Annual Rent to be paid (\$)	Weekly Rent to be paid (\$)	Annual Cost to be met by Council (\$)
West Early Childhood Centre	9,817	188	22,226
West Ryde Neighbourhood Childcare Centre	24,994	480	56,587
CCA Family Day Care	19,420	372	43,968
Ryde Family Support	11,301	217	25,585
Total cost to Council			\$148,366

Impact on Council

This Option only recovers the cost to Council of outgoing. It does not recover any depreciation costs. Council would make an annual loss of \$148,366.

Pros

- Tenants contribute funds to undertake maintenance and works.

ITEM 6 (continued)**ATTACHMENT 1**Cons

- Financial - Council makes recovery of operating costs not depreciation.
- May be a barrier in the future for accommodating small/volunteer based organisations in multipurpose facilities.
- Council subsidises State Government service to the same level as community groups.

Overall subsidy provided

As outlined in the table below Option 1 represents a subsidy of 90.38% against the market rent to the tenants.

	Amount of Annual Rent	Assessed Market Rental	% of Rent Subsidised
West Early Childhood Centre	9,817	102,142	90.38%
West Ryde Neighbourhood Childcare Centre	24,994	260,053	90.38%
CCA Family Day Care	19,420	202,060	90.38%
Ryde Family Support	11,301	117,583	90.38%

Option 2: as outlined in the table below, the tenants pay the annual expenses incurred by Council as well as depreciation.

Option Two	Annual Rent to be paid (\$)	Weekly Rent to be paid (\$)	Annual Cost to be met by Council (\$)
West Early Childhood Centre	32,043	615	0
West Ryde Neighbourhood Childcare Centre	81,581	1566	0
CCA Family Day Care	63,388	1217	0
Ryde Family Support	36,887	708	0
Total cost to Council			0

Impact on Council:

This Option provides full cost recovery including both outgoings and depreciation. It would be a break even result for Council.

Pros

- Financial - Council makes no loss

Cons

- Capacity to Pay- the level of rental contribution would not be sustainable for community based tenants and would impact service delivery.
- Service provision - Potential pressure on community organisations to charge/ increase fees for service to cover rental cost

ITEM 6 (continued)**ATTACHMENT 1**Overall subsidy provided

As outlined in the table below Option 2 represents a subsidy of 68.62% against the market rent to the tenants.

	Amount of Annual Rent	Assessed Market Rental	% of Rent Subsidised
West Early Childhood Centre	32,043	102,142	68.62%
West Ryde Neighbourhood Childcare Centre	81,581	260,053	68.62%
CCA Family Day Care	63,388	202,060	68.62%
Ryde Family Support	36,887	117,583	68.62%

Option 3: This Option takes into consideration the type and the capacity of the organisations. As outlined in the table below, the amount that tenants pay is based on a sliding scale of subsidies depending on which category they fall into.

Category 1: 90% Subsidy - Small volunteer based services, with limited or no funding

Category 2: 80% Subsidy - Frontline services with little or no ability to raise revenue

Category 3: 70% Subsidy - Community based childcare centres

Category 4: No Subsidy. - Self funded service or state/federal agencies

Option Three	Category	Annual Rent to be paid (\$)	Weekly Rent to be paid (\$)	Annual Cost to be met by Council (\$)
West Early Childhood Centre	4 (0%)	32,043	616	0
West Ryde Neighbourhood Childcare Centre	2 (70%)	24,474	470	57,106
CCA Family Day Care	3 (80%)	12,677	243	50,710
Ryde Family Support	3 (80%)	7377	141	29,509
Total Cost to Council				\$137,325

Impact on Council

This Option recovers part of Council's costs. Council would make a loss of \$137,325.

Pros:

- A category based rental contribution provides links levels of subsidy to service delivery and benefit to the community
- A greater number and types of community organisations may be accommodated in new multipurpose facilities.
- Process allows for the development of the service sector and introduction of emerging services.

Cons:

- Financial – Council would make a loss.
- Administration of a category based framework is more resource intensive in assessment and review and processes.
- Determination of categories includes a subjective element which would be more resource intensive to manage.

ITEM 6 (continued)**ATTACHMENT 1**Overall subsidy provided

As outlined in the table below Option 3 represents a range of subsidy from 68.62 to 93.72% against the market rent to the tenants.

	Amount of Annual Rent	Assessed Market Rental	% of Rent subsidised
West Early Childhood Centre	32,043	102,142	68.62%
West Ryde Neighbourhood Childcare Centre	24,474	260,053	90.38%
CCA Family Day Care	12,677	202,060	93.72%
Ryde Family Support	7377	117,583	93.72%

Feedback from Tenants:

Staff met with the three community organisations (West Ryde Neighbourhood Childcare Centre (WRNCC), Christian Community Aid Family Day Care, and Ryde Family Support) and explained the proposed approach and rationale for determining a rental contributions framework. Their feedback was specifically sought on the proposed Options.

WRNCC and Christian Community Aid Family Day Care expressed their concerns about the impact of the rental contribution on their abilities to provide affordable services, preferring to pay no rent at all or the cheapest option possible. They specifically highlighted the following:

- their limited abilities to generate revenue.
- concerns about the childcare services remaining affordable for low income families and in the case of West Ryde Neighbourhood Childcare Centre their ability to provide care for children with special needs.
- having to source more family day carers and increase enrolments to raise revenue (Family Day Care-Christian Community Aid).
- having to increase fees to raise revenue (WRNCC).
- 12 months lag time in filling the increased service capacity of 56 places (WRNCC).
- their capacity to pay is impacted due to fluctuations in number of childcare enrolments whilst costs associated with staffing remain unchanged.

Ryde Family Support supported a category based rental subsidy. They preferred Option 3.

West Ryde Early Childhood Health Centre: the Northern Sydney Central Coast Area Health Service (NSCCAHS) senior representatives were informed of Council's intention to review its approach to provision of community facilities and to move towards a cost recovery model. The representatives of NSCCAHS acknowledged the reasonableness of the proposed approach. They indicated that they would have to seek approval through the budgetary processes of NSW Health.

ITEM 6 (continued)**ATTACHMENT 1****Implementation:**

The West Ryde Community Facility tenancies will be managed through Council's standard license agreement. It would be expected that the community groups will execute the standard license agreement and acknowledge their ongoing responsibilities as contained within that document. The key requirements of the license agreement are outlined below:

Council responsibilities

Council will be responsible for any structural works or maintenance of items that form part of the structure or the fabric of the building (eg: roof, windows, external walls, ceilings and building plant and floor coverings).

Tenant's responsibilities

Tenants will be responsible for the ongoing maintenance of their facilities. In the main these maintenance works will relate to items of internal fit-out as well as any works undertaken by the licensee.

Once the tenants have moved into the facility Council will not be responsible for items that represent a normal tenant fit-out such as furniture, internal partitions, lighting, kitchens (including sinks, boiling water units, chilled water units, cupboards and benches), stand alone plant (such as split system or window air-conditioners), shelving, storage and window furnishings.

Term of the License

The term of the License is for five years. At the end of the License period there would be a review to ensure that the circumstances of each tenant have not changed significantly and that the services provided are continuing to meet community needs.

Indexation of rental contribution

The License agreement includes a provision for the annual CPI indexing of the rent.

Consultation

Internal Council business units consulted included:-

- Buildings & Property

Internal Workshops held:-

- None

City of Ryde Advisory Committees consulted included:-

- Not Applicable

External public consultation included:-

- The tenants were consulted on the options presented in this report and their feedback is provided in the body of the report.

Critical Dates

The following deadlines are required to be met:

- The West Ryde Community Facility is due to be finished by mid 2011. The tenants need to plan for their transition into the building and factor any rental contribution into their budgets. They would need to be informed as soon as possible.

ITEM 6 (continued)**ATTACHMENT 1****Financial Impact**

The proposed cost recovery options in this report are based on the direct costs to Council in providing community facilities. Because the key assumption is that Council does not seek to make a profit from community facilities the calculations are not based on market rental. This means that all options contain an element of profit foregone and may have an implication for Council's balance sheet in terms of potential return on assets.

Adoption of Option 1 represents a loss to Council of \$148,366 annually.

Adoption of Option 3 represents a loss to Council of \$137,325 annually.

Policy Implications

Adoption of any of the options outlined in this report will not have an impact on an existing Policy. It is envisaged that Council's resolution from this report will be included as part of a future Community Facilities Licensing Policy.

Other Options

The report presents three options for Council's deliberation and consideration.

Conclusion

Council needs to determine a rental contributions framework for the community tenants who will be housed in the West Ryde Community Facility. This Facility is currently under construction and due to be finalised in May 2011.

This report presents three options for Council's consideration in choosing a framework for determining rental contributions. The options are based on the principles of cost recovery; that is recovering all or part of the direct costs to Council in running the Facility. The options do not seek to gain a profit for Council.

ITEM 6 (continued)

ATTACHMENT 2

Ryde Family Support Services Inc.

Financial Report for the Year Ended 30 June 2010

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2010

	Note		2010 \$	2009 \$
		<i>Ku-ring-gai Ryde & other</i>	<i>TOTAL</i>	
INCOME				
Members' subscriptions		- 32	32	59
Operating grant -				
Department of Community Services		78,372 351,988	430,360	420,038
Ku-ring-gai Council		1,251 -	1,251	2,000
Donations		- 200	200	
Interest		- 4,805	4,805	5,171
Other income		- 4,863	4,863	2
		<u>79,623 361,888</u>	<u>441,511</u>	<u>427,270</u>
EXPENDITURE				
Accounting		1,132 3,396	4,528	6,267
Administration expenses -				
Ryde & other		- 17,645	17,645	9,817
Ku-ring-gai family support program		832 -	832	460
Audit	4	1,062 3,188	4,250	4,251
Amortisation & depreciation expense		1,770 5,309	7,079	10,975
Equipment		1,041 3,122	4,163	5,004
Information technology expenses		382 1,145	1,527	1,761
Insurance		3,629 10,888	14,517	9,315
Motor vehicle expenses		80 240	320	2,077
Office expenses & supplies		277 830	1,107	1,965
Postage, printing & stationery		500 1,501	2,001	1,541
Resources, Seminars & Conferences		- -	-	200
Rental expense		5,260 42,002	47,262	40,998
Staff & Client Amenities		122 2,332	2,454	2,686
Subscription & Memberships		371 1,111	1,482	1,567
Superannuation		4,892 20,647	25,539	33,180
Telephone		30 5,080	5,110	6,086
Wages		<u>54,944 238,896</u>	<u>293,840</u>	<u>282,896</u>
Profit/(loss) before income tax		<u>3,299 4,556</u>	<u>7,855</u>	<u>6,224</u>
Income tax expense		- -	-	-
Profits/(losses) after income tax		<u>3,299 4,556</u>	<u>7,855</u>	<u>6,224</u>
RETAINED PROFITS AT THE BEGINNING OF THE FINANCIAL YEAR			141,172	134,948
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR			<u>149,027</u>	<u>141,172</u>

ITEM 6 (continued)**ATTACHMENT 2**

The accompanying notes form part of these financial statements
STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2010

	Note	2010	2009
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents		145,419	159,694
Trade and other receivables	5	5,496	4,389
TOTAL CURRENT ASSETS		150,915	164,083
NON-CURRENT ASSETS			
Property, plant and equipment	6	37,769	12,405
TOTAL NON-CURRENT ASSETS		37,769	12,405
TOTAL ASSETS		188,684	176,488
CURRENT LIABILITIES			
Trade and other payables	7	8,324	5,583
Provisions		21,318	23,065
TOTAL CURRENT LIABILITIES		29,642	28,648
NON-CURRENT LIABILITIES			
Provisions		10,015	6,668
TOTAL NON-CURRENT LIABILITIES		10,015	6,668
TOTAL LIABILITIES		39,657	35,316
NET ASSETS		149,027	141,172
MEMBERS' FUNDS			
Retained profits		149,027	141,172
TOTAL MEMBERS' FUNDS		149,027	141,172

The accompanying notes form part of these financial statements

ITEM 6 (continued)

ATTACHMENT 3



RYDE FAMILY SUPPORT SERVICE INC
(Family Support Program & Ku-ring-gai Family Support Program)

15th June 2011

General Manager
City of Ryde
1 Devlin Street
RYDE NSW 2112

Dear Sir

West Ryde Development Project – Rental Contribution by Community Tenants Policy


The model proposed by council in determining rental subsidy applied to the tenants at the West Ryde Community Centre is supported by Ryde Family Support Service.

This model provides a subsidised rent which takes into account outgoings and depreciation. In respect of Ryde Family Support Service this represents an 80% subsidy on the market rental as determined by Council and equates to a weekly rental of \$141.00.

Ryde Family Support Service understands having had to pay commercial rents in the past, that the subsidised rent calculated by Council recognises the work performed by non-government organisations. Such organisations receive limited funds and in the case of Ryde Family Support we are a Public Benevolent Organisation and recognised as a charity.

This year is the 30th anniversary of Ryde Family Support Service and the move to West Ryde will be the 10th move in those 30 years. It is hoped that the move to the purpose built facility at West Ryde will be the last move we have to make.

Yours sincerely


Michael Whitehead
Manager

1 Clanalpine Street, Eastwood, NSW 2122 | PO Box 194, Eastwood, NSW 2122
Telephone: (02) 9334 0111 | Fax: (02) 9804 1967 | Email: admin@rydefss.ngo.org.au

Ku-ring-gai Neighbourhood Centre, St Ives Village Shopping Centre, Mona Vale Road, St Ives NSW 2075
Telephone: (02) 9988 4966 | Email: admin@rvdefss.ngo.org.au

ITEM 6 (continued)

ATTACHMENT 4



Ms Simone Schwarz
Group Manager Community Life
City of Ryde
Locked Bag 2069
NORTH RYDE NSW 1670

Re: West Ryde Early Childhood Health Centre accommodation

Dear Simone

I am writing regarding the recent proposal by Ryde City Council to charge North Shore Ryde Health Service an annual licensing fee and utility charges to provide Early Childhood Health services from the new West Ryde Community Hub facility.

I am advised the Divisional Manager of Primary & Community Care & Allied Health met with yourself and two staff on Friday 17th June, 2011 following receipt of the letter I wrote to you on the 19th May, 2011.

In that letter I requested in acknowledgement of the previous two agreements between the Department of Health and the Local Government & Shires Association, and the agreed desire to work in partnership in provision of such services, I requested Council waive the annual licence agreement fee and North Shore Ryde Health Service take responsibility for utility costs for the West Ryde Early Childhood Health Clinic.

I am advised by the Divisional Manager of Primary & Community Care & Allied Health that the above meeting Ryde City Council proposed to waive the depreciation component of the annual licence agreement (\$24,817) and that North Shore Ryde Health Service be responsible for annual ongoing costs (\$9,817) and utility charges.

I also understand this proposal includes the undertaking this arrangement will only apply to new facilities and the current arrangement for the remaining Early Childhood Health Clinics operating in Ryde City Council facilities would remain whereby Council provides the venue and is responsible for building and utility costs and North Shore Ryde Health Service responsible for provision of staff.

Consideration has been given to this most recent proposal and North Shore Ryde Health Service agrees to be responsible for the stated annual ongoing costs and utility charges.

Northern Sydney Local Health District
ABN 63 634 71 997

North Shore Ryde Health Service Executive Unit
Level 4
Main Block

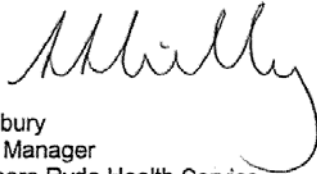
St Leonards NSW 2065 Australia
Tel 02 9926 7111 Fax 02 9926 7779

ITEM 6 (continued)

ATTACHMENT 4

I look forward to continuing to work in partnership with Ryde City Council in the provision of community based services.

Yours sincerely



Sue Shilbury
General Manager
North Shore Ryde Health Service

Dated: 30th June 2011

Northern Sydney Local Health District
ABN 63 834 171 987
North Shore Ryde Health Service Executive Unit
Level 4
Main Block
St Leonards NSW 2065 Australia
Tel 02 9926 7111 Fax 02 9926 7779

ITEM 6 (continued)

ATTACHMENT 5

WEST RYDE NEIGHBOURHOOD CHILDREN'S CENTRE INC
INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2010

2009		NOTE	\$	\$	\$
\$					
INCOME					
	Federal government subsidy				
9,878	- Family Assistance Office	(9,878.42)			
119,965	- Child Care Management System	104,153.43			
129,843				94,275.01	
312,700	Fees received			340,833.94	
1,948	Fund raising income			-	
500	Maintenance levies			1,700.00	
6,880	Interest received			10,363.23	
	State government subsidy				
30,325	- Salaries	30,327.00			
1,717	- Other	-			
32,042				30,327.00	
900	Waiting list deposits			960.00	
484,813	TOTAL INCOME				478,459.18
EXPENSES					
	Advertising, Publicity and				
-	Promotion			195.00	
42	Ambulance service			-	
666	Bank charges			669.50	
2,650	Bonuses			1,750.00	
549	Childrens excursions			797.73	
11,402	Cleaning			12,969.37	
-	Consultation expense			100.00	
2,000	Computer expenses			1,373.86	
9,568	Consumables			5,146.96	
10,563	Depreciation			10,029.03	
5,604	Financial services			5,900.00	
17,902	Food & drink			18,015.37	
60	Graduation expenses			254.09	
198	Hire charges			-	
11,939	Insurance			14,457.09	
-	Permits, licences and fees			47.00	
5,509	Power & telephone			6,070.03	
1,351	Printing, postage & stationery			1,843.42	
16,616	Provided for sick & annual leave			(155.23)	
	Provided for Long Service Leave				
9,326	Leave			(3,018.17)	
44	Repairs & maintenance			209.40	
	Salaries				
330,422	- Primary contact staff	331,217.53			
28,338	- Ancillary staff	29,428.10			
3,891	- Relief Staff	12,213.65			
362,651				372,859.28	
447	Security			429.14	
6,346	Staff Training			1,474.55	
617	Staff amenities			189.91	
2,689	Subscriptions & fees			2,666.64	

ITEM 6 (continued)**ATTACHMENT 5**

<u>WEST RYDE NEIGHBOURHOOD CHILDREN'S CENTRE INC</u>				
<u>INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2010</u>				
2009				
\$	NOTE	\$	\$	\$
	Superannuation			
32,726	- Employees	34,139.09		
-	Travelling reimbursements	(11.64)		
1,804	Uniforms	-		
1,612	Xmas expenses	-		
<u>514,881</u>	TOTAL EXPENSES			<u>488,401.42</u>
(30,068)	OPERATING SURPLUS/(DEFICIT)			<u>(9,942.24)</u>
	<i>Transfer To Reserves</i>			
(30,068)	Transfers from Reserves			<u>(9,942.24)</u>
<u>-</u>	ACCUMULATED FUNDS			<u>-</u>

ITEM 6 (continued)**ATTACHMENT 5**

<u>WEST RYDE NEIGHBOURHOOD CHILDREN'S CENTRE INC</u>				
<u>BALANCE SHEET AS AT 31ST DECEMBER 2010</u>				
2009		NOTE	\$	\$
\$			\$	\$
MEMBERS FUNDS				
143,023	Reserved Funds			133,080.30
CURRENT LIABILITIES				
16,019	Other creditors		18,234.49	
	Grants in advance			
8,339	- DOCS		8,339.10	
22,042	Holding deposits		27,676.37	
	Income in advance			
876	- Fees received	1,660.12		
5,795	- Holding deposit	2,640.00		
6,671			4,300.12	
71,991	Provision for sick & annual leave		71,835.80	
125,062				130,385.88
182	GST on supplies		-	
NON-CURRENT LIABILITIES				
	Provision for Long Service			
31,036	Leave			28,018.38
299,303	TOTAL FUNDS PROVIDED			291,484.56

ITEM 6 (continued)

ATTACHMENT 5

<u>WEST RYDE NEIGHBOURHOOD CHILDREN'S CENTRE INC</u>				
<u>BALANCE SHEET AS AT 31ST DECEMBER 2010</u>				
2009		NOTE	\$	\$
\$			\$	\$
	CURRENT ASSETS			
150	Cash on hand		154.00	
	Commonwealth Bank of Australia			
39,498	(a/c no. 2271 0090 3956)		41,342.48	
	Commonwealth Bank			
32,731	(a/c no. 10084475)		33,468.70	
175,076	Commonwealth A/c # 500 89393		186,156.61	
12,930	Other debtors		3,452.22	
7,879	Prepaid expenses		3,770.52	
-	GST on acquisitions		31.61	
<u>268,264</u>				268,376.14
	PROPERTY PLANT AND EQUIPMENT			
115,329	Plant & equipment - at cost		117,427.70	
(84,290)	Less: accumulated depreciation		(94,319.28)	
<u>31,039</u>				23,108.42
<u>299,303</u>	TOTAL FUNDS EMPLOYED			<u>291,484.56</u>

ITEM 6 (continued)**ATTACHMENT 6**

From: Sri Gopalan [mailto:gsri9@yahoo.com]
Sent: Monday, 25 July 2011 9:22 AM
To: Jonathan Nanlohy
Cc: Belinda Foye
Subject: Re: WRNCC letter of agreement to contributions framework

Sorry, just realised this was sitting in my outbox and did not get sent on Friday.
Confirming that we agree with the proposal as per your mail below.

Regards
Sri Gopalan
Chairperson WRNCC

WRNCC agrees to pay the full amount of \$24,474 after a transition period of 2 years with the following payment schedule:

- Year 1 – \$6,118 (25%)
 - o \$2,447 (first 6 months)
 - o \$3,671 (second 6 months)
- Year 2 - \$ 18,355 (75%)
 - o The payment schedule for the remaining 75% to be determined in consultation with CoR staff and WRNCC in line with WRNCC budget forecasts.

After the 2 year transition period WRNCC will pay the full amount as per the standard license agreements payment schedule and the agreed contributions framework

ITEM 6 (continued)

ATTACHMENT 7

CHRISTIAN COMMUNITY AID SERVICE INC.

Page 5

ABN 27 755 348 253

STATEMENT OF FINANCIAL PERFORMANCE

OF INDIVIDUAL PROGRAMS FOR THE YEAR ENDED

30-Jun-10

	2010 \$	2009 \$
FAMILY DAY CARE		
INCOME:		
Administrative levy and fees	485,850	527,218
Net proceeds from fund raising	2,138	1,743
Grant from Department of Community Services	450,450	459,024
Interest	17,173	16,374
Minibus receipts	3,228	3,732
Sundry receipts	27,277	1,625
	<u>\$986,116</u>	<u>\$1,009,716</u>
EXPENDITURE:		
Administration fee	185,520	152,880
Advertising	4,074	3,571
Insurance	2,489	2,491
Printing, postage and stationery	8,207	19,720
Salaries	648,472	616,619
Computer server depreciation	-	5,000
Minibus expenses	6,600	-
Subscriptions	1,887	6,390
Sundry expenses	6,688	6,881
Superannuation	50,748	83,151
Training	12,119	2,070
Travel expenses	16,950	19,981
Workers compensation	18,627	16,963
	<u>\$962,381</u>	<u>\$935,717</u>
Operating Surplus-Ordinary Activities	23,735	73,999
Less: Equipment Purchased	35,465	18,632
Less: Provision for fit out West Ryde	35,000	35,000
	<u>\$ (46,730)</u>	<u>\$ 20,367</u>
EMERGENCY RELIEF		
INCOME:		
Grant from Department of Family and Community	71,928	50,662
	<u>\$71,928</u>	<u>\$50,662</u>
EXPENDITURE:		
Administration fee	10,296	5,000
Clothing, food and medical supplies	62,976	45,662
	<u>\$73,272</u>	<u>\$50,662</u>
	<u>\$ (1,344)</u>	<u>\$ -</u>

The accompanying notes form part of these financial statements

ITEM 6 (continued)**ATTACHMENT 8**

From: Heather Pinto [heather.pinto@ccas.org.au]
Sent: Friday, 22 July 2011 12:33 PM
To: Jonathan Nanlohy
Cc: charleskilby63@gmail.com.au
Subject: FW: Request - CCA letter of confirmation

Hi Jonathan

As per your email below Christian Community Aid confirms (as mentioned in the summary tables re agreement to contribution to Council costs) an agreement to paying an annual contribution of \$12,677 (plus annual cpi increase) to assist Council's costs for the operation and maintenance as per the proposed framework. As per the outcome of the meeting with CCA's Board Representatives and management and The Council Committee headed by The Acting General Manager .

We confirm our discussion that this is the only contribution payable by CCA Family Day Care's occupation of the subject property.

I would like to mention that the payment of \$12,677/- is only a part of the discussions held and the minutes of this meeting will indicate a number of other issues that were raised and agreed upon by both parties and CCA awaits minutes of this meeting.

Thank you.

Best Regards.
Heather



Heather Pinto
General Manager

Christian Community Aid
12 Lakeside Rd Eastwood 2122
Ph: 02 9858 3222
Fax: 02 9858 4286

W: www.ccas.org.au

E: heather.pinto@ccas.org.au

7 BIKE FUTURES CONFERENCE - Melbourne - 12 to 14 October 2011

Report prepared by: Councillor Support Coordinator**Report dated:** 22/07/2011**File No.:** CLR/07/8/25/4 - BP11/507

Report Summary

This report is presented to Council for its consideration in having Councillor/s attend the annual 2011 Bikes Futures Conference to be held in Melbourne from Wednesday 12 October to Friday 14 October 2011.

RECOMMENDATION:

That Council consider the attendance of Councillor/s at the 2011 Bike Futures Conference being held at the Etihad Stadium, Melbourne from 12 to 14 October 2011.

ATTACHMENTS

- 1 Bike Futures Conference - Draft Program
- 2 Guidelines for Councillor Attendance at Conferences

Report Prepared By:

Sheron Chand
Councillor Support Coordinator

Report Approved By:

Shane Sullivan
Manager - Governance

Roy Newsome
Group Manager - Corporate Services

ITEM 7 (continued)**Background**

The 2011 Bike Futures Conference will be presented by the Bicycle Network across Australia and hosted by Bicycle Victoria at the Etihad Stadium in Melbourne.

An invitation was placed in the Councillors' Information Bulletin dated 21 July 2011 calling for expressions of interest for Councillors to attend this Conference. A draft Conference program was attached to the bulletin and is also **ATTACHED** to this report. In 2010, Councillors Maggio and Perram attended this Conference and have indicated an interest in attending the Conference this year.

Report

Bike Futures is a Bicycle Network project that aims to build the capacity of Local Government promoting cycling. It is an opportunity for Councillors, planners, designers and builders to meet and tackle a range of transportation topics and issues.

The Conference will offer sessions on the following topics:

- Innovative design and planning of bike networks.
- Bike riding and health promotion.
- How to effectively manage conflict in shared use zones with a high pedestrian count.
- End of trip facilities.
- How to retrofit roads previously considered to have insufficient space.

Consultation

Internal Council business units consulted included:-

- All Councillors received an invitation to attend this conference through the Councillors' Information Bulletin dated 21 July 2011. Councillors Maggio and Perram have indicated an interest to attend this conference.

Internal Workshops held:-

- Not Applicable

City of Ryde Advisory Committees consulted included:-

- Not Applicable

External public consultation included:-

- Not Applicable

Critical Dates

The following deadlines are required to be met:

- The early bird registration deadline is 1 August 2011; however, Council has received an extension to register delegates by 5 August from Bicycle Victoria.

ITEM 7 (continued)**Financial Impact**

The early bird registration for the Conference is \$895 per person and includes attendance to all sessions, conference satchel, lunch on both days and conference dinner held 13 October 2011. Additional costs for accommodation, flight and meals would also be incurred which are estimated to be \$720 per person.

The total estimated cost to attend this conference is approximately \$1,615 per person.

Currently there is an allocation of \$30,000 in the 2011-2012 budget for Councillor attendance at conferences. The table below outlines an estimation of the balance remaining.

Date of Resolution	Item – including total cost	Cost per attendee	Councillors	Balance
1 July 2011	Budget for 2011/12			\$30,000
24 May 2011	Local Government – Destination 2036	\$305.05	Etmekdjian	\$29,694.95
26 July 2011	Local Government Association	\$1,615	Councillor delegates pending	Pending

Estimated Balance: \$20,004.95*

* This estimate is calculated on the attendance of five (5) Councillor voting delegates and one (1) Councillor observer to the Local Government Association Conference.

Policy Implications

There are no policy implication through adoption of the recommendation. The Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors sets out the entitlements for Councillors attending such Conferences.

ATTACHED are the Guidelines for Councillor Attendance at Conferences. The Guidelines provide that in addition to the Local Government Association Conference and the Australian Local Government Conference, every Councillor is entitled to attend a conference in NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The Guideline provides that a Councillor can attend more than one conference per year but this determination will be dependent on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to attend conferences.

Other Options

Council can resolve not to send a Councillor to this Conference.

Conclusion

It is believed that the 2011 Bikes Futures Conference offers an opportunity for Council to learn, network and capitalise on opportunities that could be gained by attending this Conference.

ITEM 7 (continued)

It is recommended that Council consider endorsing Councillor attendance at this Conference. If Council attends this Conference, Council's representative/s will be required to provide a report to Council on the findings and recommendations from the Conference.

ITEM 7 (continued)

ATTACHMENT 1

Program

Wednesday 12th October

TIME	ACTIVITY/SESSION
2:00pm	Bike Tours commence - start point(s) TBA
4:30pm	Bike Tours conclude
6:30pm	Conference Welcome Function commences
8:30pm	Conference Welcome Function concludes

Thursday 13th October

TIME	ACTIVITY/SESSION	
8:00am - 9:00am	Conference breakfast, registration and exhibition opening	
9:00am - 9:15am	Welcome and message from Niels Torslov, City of Copenhagen	
9:15am - 10:00am	Keynote Address - Gil Penalosa, 8 - 80 Cities	
10:00am - 10:30am	Morning Tea	
	STREAM A	STREAM B
10:30am - 11:45am	Minimising Risk at Roundabouts <ul style="list-style-type: none"> Bob Cumming, Road Safety Audits <i>Robyn Davies, Transport and Main Roads, Qld.</i> <i>Tony Barton, VicRoads</i> 	Bang for Buck! Benefit Cost Ratios and Bike Infrastructure Development <ul style="list-style-type: none"> <i>Jim Betts, Secretary, Victorian Department of Transport</i> Cameron Munro, SKM Consulting Sara Stace, Director, National Urban Policy, Major Cities Unit

ITEM 7 (continued)

ATTACHMENT 1

TIME	ACTIVITY/SESSION	
11:45am - 1:00pm	From Boroondara to the Barossa: Shared Paths I - Construction and Development <ul style="list-style-type: none"> <i>Arlen Keen, Bicycle Victoria</i> <i>Chris Hui, City of Boroondara</i> 	Cheap, Cheerful and Effective On-Road Facilities <ul style="list-style-type: none"> <i>Malcolm Daff, SKM Consulting</i>
1:00pm - 2:00pm	Lunch	
2:00pm - 3:15pm	Getting Our Heads Around Separation <i>Interactive Forum</i>	Successful End of Trip Facilities <ul style="list-style-type: none"> <i>Clare Davey, Monash University</i> <i>Ian Clarke, Bicycle Victoria</i> <i>Nicholas Elliot, City of Moreland</i>
3:15pm - 3:55pm	Afternoon Tea and Poster Session	
4:00pm - 5:00pm	Learnings from the Streets of San Francisco. <ul style="list-style-type: none"> <i>Timothy Papandreou, San Francisco Sustainable & Active Mobility Strategy</i> Avoid Foot in Mouth Disease: What to say about red lights and helmets <ul style="list-style-type: none"> <i>Garry Brennan, Bicycle Victoria</i> 	Designing Around Catchments. <ul style="list-style-type: none"> <i>Rebecca Lehman, GTA Consultants</i> Learnings from the Streets of San Francisco <ul style="list-style-type: none"> <i>Timothy Papandreou, San Francisco Sustainable & Active Mobility Strategy</i>
5:00pm	Day 1 Sessions Concludes	
7:00pm - 11:00pm	Conference Dinner Briefing from the Vancouver, BC, Velo City 2012 Conference Team Guest Speaker: Dr Michael Carr-Gregg	

ITEM 7 (continued)

ATTACHMENT 1

Friday 14th October

TIME	ACTIVITY/SESSION		
8:00am - 9:00am	Registration and exhibition open		
9:00am - 9:15am	Welcome back and message from Roger Geller, City of Portland		
9:15am - 10:00am	Keynote Address - Gordon Price , Simon Fraser University		
10:00am - 10:30am	Morning Tea		
	STREAM A	STREAM B	Elected Officials' Forum
10:30am - 11:45am	Mitigating Conflict Between Riders and Other Modes <ul style="list-style-type: none"> Jo Eady, SKM Consulting 	Prioritising and Integrating Modes Across the Network <ul style="list-style-type: none"> <i>Alistair Cumming, VicRoads</i> <i>Sameem Moslih, VicRoads</i> 	Elected Officials' Forum
11:45am - 1:00pm	Shared Paths II - Cutting Risk Through Path Management <ul style="list-style-type: none"> Phil Gray, GTA Consultants Brad Chambers, Rapid Survey Solutions 	Working on the Big Picture <ul style="list-style-type: none"> <i>Robyn Davies, Transport and Main Roads, Qld.</i> Jonathan Daly, GHD Cr. Cathy Oke, City of Melbourne 	Elected Officials' Forum

ITEM 7 (continued)

ATTACHMENT 1

TIME	ACTIVITY/SESSION		
1:00pm - 2:00pm	Lunch		
2:00pm - 3:15pm	Data Speed Dating: How to Make Good Decisions <i>Interactive Forum</i>	Success in the Periburbs <ul style="list-style-type: none">• <u>Bart Sbeghen,</u> <u>Bicycle Victoria</u>	Elected Officials' Forum
3:15pm - 3:45pm	Afternoon Tea		
3:45pm - 5:00pm	Plenary Session and Q & A for all delegates		
5:00pm	Day 2 Concludes		
5:30pm	'Au Revoir' Informal Drinks		

ITEM 7 (continued)

ATTACHMENT 2



Councillor Attendance at Conferences Guideline

Related Policy

This guideline sets out the criteria to determine the attendance of Councillors at Conferences. It relates to the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors.

Guidelines

Council acknowledges the value of Councillor attendance at conferences to enable them to be both knowledgeable and current on issues affecting the City of Ryde. In order to ensure that attendance at Conferences is equitable, transparent and consistent, attendance will be limited as follows:

1. Local Government Association Conference – the number of voting delegates plus one. Details of the delegates and attendee to be determined by resolution of Council.
2. Australian Local Government Association Conference.
3. In addition, to 1 and 2 above, every Councillor is entitled to attend one conference in either NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The conference must directly relate to the business of Council. More than one Councillor may attend the same conference if Council resolves that this will be beneficial for both Council and the Councillors concerned.
4. Within 2 months after the conference the attending Councillor must report to Council on the proceedings of the conference. That report will be included in the Councillors Information Bulletin.
5. No Councillor can attend a Conference without the prior approval of Council. Reports to Council are to include details of the Conference and an estimate of the associated costs including registration, transport and accommodation.
6. Council may resolve that a Councillor can attend more than one conference per year but this determination will be dependant on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to conferences.
7. Each year, as part of the review of the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors, Council officers will provide a full report of expenditure and Conference attendance by Councillors.

Councillor Attendance at Conferences guideline		
Owner: Governance Unit	Accountability: Mayoral and Councillor support service	
Trim Reference: D10/77193	Policy: Payment of Expenses and Provision of Facilities for the Mayor and other Councillors	One Page only

PRECIS OF CORRESPONDENCE**1 DEFERRED PRECIS OF CORRESPONDENCE: ROYAL REHABILITATION CENTRE - SYDNEY SITE**

Report dated: 18 July 2011 **File No.:** CLM/11/1/5/11 - BP11/497

Precis of Correspondence 1 – Deferred from Council Meeting held 26 July 2011**Correspondence:**

Submitting correspondence from The Honourable Anthony Roberts, Member for Lane Cove, Minister for Fair Trading, dated 12 July 2011, regarding the Royal Rehabilitation Centre – Sydney Site.

RECOMMENDATION


That the correspondence be received.

ATTACHMENTS


- 1 Letter from The Honourable Anthony Roberts dated 12 July 2011 regarding the Royal Rehabilitation Centre - Sydney Site

Precis of Correspondence 1 (continued)

ATTACHMENT 1



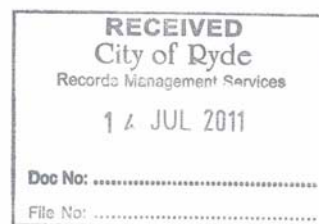
Anthony Roberts MP
State Member for Lane Cove



Ground Floor, 230 Victoria Road,
Gladesville NSW 2111
(PO Box 524 Gladesville 1675)
Tel 02 9817 4757 Fax 02 9817 5885
Email lanecove@parliament.nsw.gov.au

12 July 2011

Dominic Johnson
Group Manager
Environment and Planning
City of Ryde
Locked Bay 2069
North Ryde 1670



Dear Dominic

I am in receipt of your letter regarding the Royal Rehabilitation Centre – Sydney site.

I have written to the Minister for Roads requesting he urgently look into the need for access to Victoria Road.

I will contact you as soon as a response is received.

Best wishes



THE HON. ANTHONY ROBERTS
MEMBER FOR LANE COVE
MINISTER FOR FAIR TRADING
AR:TD
www.anthonyrobertsmp.com.au

BUILDING A STRONGER COMMUNITY

Serving the communities of Artarmon*, Boronia Park, Chatswood West*, East Ryde*, Gladesville, Gore Hill, Greenwich, Henley, Hunters Hill, Huntleys Cove, Huntleys Point, Lane Cove, Lane Cove North, Lane Cove West, Linley Point, Longueville, North Ryde*, Northwood, Osborne Park, Putney, Riverview, St Leonards*, Tennyson, Woolwich. (part*)

**2 DEFERRED PRECIS OF CORRESPONDENCE: QUEENSLAND
PREMIER'S DISASTER RELIEF APPEAL**

Report dated: 19 July 2011**File No.:** CLM/11/1/5/11 - BP11/501

Precis of Correspondence 2 – Deferred from Council Meeting held 26 July 2011**Correspondence:**

Submitting correspondence from Anna Bligh MP, Premier of Queensland, dated 13 July 2011, thanking the City of Ryde for raising an amount of \$42,793.07 for the Premier's Disaster Relief Appeal and assisting those affected by the flooding and Tropical Cyclone Yasi in Queensland.

RECOMMENDATION

That the correspondence be received.

ATTACHMENTS

- 1 Letter from Anna Bligh MP, Premier of Queensland dated 13 July 2011 thanking the City of Ryde for funds raised for the Premier's Disaster Relief Appeal

Precis of Correspondence 2 (continued)

ATTACHMENT 1



Premier of Queensland

For reply please quote: ECU/JH – TF/11/13888

13 JUL 2011

Councillor Artin Etmekdjian JP
Mayor
City of Ryde
Locked Bag 2069
NORTH RYDE NSW 1670

Executive Building
100 George Street Brisbane
PO Box 15185 City East
Queensland 4002 Australia
Telephone +61 7 3224 4500
Facsimile +61 7 3221 3631
Email ThePremier@premiers.qld.gov.au
Website www.thepremier.qld.gov.au

Dear Councillor Etmekdjian

I would like to thank you and City of Ryde for raising \$42 793.07 for the Premier's Disaster Relief Appeal to assist those affected by the flooding and Tropical Cyclone Yasi in Queensland.

Your fundraising initiative, together with contributions from the State and Australian Governments, the business community and the Australian public has taken the Premier's Disaster Relief Appeal balance to over \$272m.

The success of the fundraising activities held has been a direct result of the commitment and efforts of organisations and individuals such as you. Your contribution will greatly assist the people who have been affected by the natural disasters experienced across Queensland communities from December 2010 to February 2011.

The provision of assistance from the appeal is being managed by a Distribution Committee, chaired by the Honourable David Hamill AM. The Distribution Committee is ensuring that all money donated to the appeal is distributed to alleviate the hardship and distress caused by the floods and Tropical Cyclone Yasi. Administration costs will not be met from the donated funds but will be met by the Queensland Government.

I would like to thank you again for your generous efforts to raise funds for the Premier's Disaster Relief Appeal to assist the victims of the flooding and Tropical Cyclone Yasi.

Yours sincerely


ANNA BLIGH MP
PREMIER OF QUEENSLAND

*Warmest thanks to
the people of Ryde.*



**3 NSW HOUSING - NATION BUILDING AND ECONOMIC STIMULUS PLAN -
Concrete Footpaths for residential sites within the City of Ryde**

Report dated: 27 July 2011**File No.:** CLM/11/1/5/11 - BP11/512

Correspondence:

Submitting correspondence from Family & Community Services, Housing NSW, dated 21 July 2011, regarding the installation of concrete footpaths at Alison Street and Cheers Street.

RECOMMENDATION

That the correspondence be received.

ATTACHMENTS

- 1 Letter from Family & Community Services, Housing NSW dated 21 July 2011 regarding concrete footpaths for residential sites within the City of Ryde

Precis of Correspondence 3 (continued)

ATTACHMENT 1



**Family &
Community Services**
Housing NSW

21 July 2011

Mr Dominic Johnson
Group Manager
City of Ryde
Locked Bag 2069
North Ryde NSW 1670

Dear Dominic,

**Re: Nation Building & Economic Stimulus Plan –
Residential sites within the City of Ryde – Concrete footpaths**

As discussed in our telephone conversation last week, Housing NSW is keen to work with City of Ryde to install concrete footpaths at Alison St and Cheers St. Please accept this letter as confirmation to proceed with these works on the estimate of \$150 per linear metre to total \$27,000 for Alison St and \$23,250 for Cheers St (per your letter of 5 July 2011).

As we are keen for the works to commence as soon as possible, I would appreciate your confirmation of the works schedule. Also please note that if the costs exceed the original estimate, I would appreciate if you could provide details for my approval prior to the commencement of works.

If you have any questions, please contact me on 8753 8519

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Anne Zammit'.

Anne Zammit
Program & Technical Services Director

223-239 Liverpool Road, Ashfield NSW 2131
Locked Bag 4001, Ashfield BC 1800
T (02) 8753 8000 F (02) 8753 8888
www.housing.nsw.gov.au

NOTICES OF MOTION

- 1 DEFERRED NOTICE OF MOTION: ISSUES ASSOCIATED WITH TRAFFIC
BYPASSING THE SOUTHERN END OF WHARF ROAD, MELROSE PARK -
Councillor Terry Perram**

File Number: CLM/11/1/5/6 - BP11/484

Notice of Motion 1 – Deferred from Council Meeting held 26 July 2011

MOTION:

That Council investigate issues associated with through traffic bypassing the southern end of Wharf Road Melrose Park, particularly at times when a 40 kph speed limit applies outside Melrose Park Public School, using either Taylor Avenue and Cobham Avenue or Lancaster Avenue and report on measures to encourage through traffic to remain on the collector road system in this area.

NOTICES OF RESCISSION

- 1 DEFERRED NOTICE OF RESCISSION: DEFERRED NOTICE OF MOTION 1 - BOARDING HOUSES / SOCIAL HOUSING - Councillor Michael Butterworth, Councillor Victor Tagg, Councillor Ivan Petch**

File Number: CLM/11/1/5/7 - BP11/470

Notice of Rescission 1 – Deferred from Council Meeting held 26 July 2011

That Council rescind the previous resolution in relation to Deferred Notice of Motion 1 – Boarding Houses/Social Housing, passed at the Council Meeting held on 28 June 2011, namely:

DEFERRED NOTICE OF MOTION: BOARDING HOUSES / SOCIAL HOUSING – Councillor Bill Pickering

“That the City of Ryde Council immediately engage with the local community to obtain their involvement in establishing a planning framework suitable to our community related to boarding houses and social housing. This framework should reflect elements of ‘character’ of existing dwellings, and the suitability/controls on boarding/social housing developments in low-density R2 zones, high density zones and industrial/commercial areas.”

- 2 CONSIDERATION OF HERITAGE ISSUES - Public Works - Councillor Ivan Petch, Councillor Jeff Salvestro-Martin, Councillor Victor Tagg**

File Number: CLM/11/1/5/7 - BP11/513

That Council rescind the previous resolution in relation to ITEM 3 (Item 4) – Report of the Works and Community Committee Meeting 9/11 held on 21 June 2011, passed at the Council Meeting held on 28 June 2011, namely:

- 4 CONSIDERATION OF HERITAGE ISSUES – Public Works**

That no action be taken in relation to this Item.

- 3 36 HERRING ROAD, NORTH RYDE. LOTS 1&2 SP 51324. Local Development Application for alterations and change of use of existing dual occupancy to a boarding house containing nine (9) bedrooms. LDA2010/0506. - Councillor Victor Tagg, Councillor Ivan Petch, Councillor Jeff Salvestro-Martin**

File Number: CLM/11/1/5/7 - BP11/514

That Council rescind the previous resolution in relation to ITEM 2 (Item 2) – Report of the Planning and Environment Committee Meeting 9/11 held on 19 July 2011, passed at the Council Meeting held on 26 July 2011, namely:

- 2 36 HERRING ROAD, NORTH RYDE. LOTS 1&2 SP 51324. Local Development Application for alterations and change of use of existing dual occupancy to a boarding house containing nine (9) bedrooms. LDA2010/0506.**

- (a) That Local Development Application No. 2010/506 at 36 Herring Road, Marsfield being LOT 1 and 2 SP 51324 be refused as per the reasons provided by the Chairperson of the Planning and Environment Committee at its meeting held on 19 July 2011 being:-
- (i) This application is not in the public interest.
 - (ii) Inappropriate development in a suburban area.
 - (iii) Commercial development in a residential area.
 - (iv) Issues with noise, amenity and parking.
 - (v) Community opposition of this development.
 - (vi) The number of occupants is inconsistent with the neighbouring area.
- (b) That the persons who made submissions be advised of Council's decision.

QUESTIONS BY COUNCILLORS AS PER POLICY**1 QUESTIONS WITH NOTICE - Councillor Jeff Salvestro-Martin****File Number: CLM/11/1/5/10 - BP11/508**

Question 1: How was the invitation to Federal Member for Bennelong's Community engagement at Café Bon – Danes Coffee Shop in Eastwood on 22 July communicated to Council?

Answer 1: An email was sent to the Executive Assistant to the Mayor advising of the event.

Question 2: Did the communication with Council specifically request Council staff attendance and please describe the process by which City of Ryde staff were then allocated to the event?

Answer 2: The communication did not specifically request Council staff. There was a description of a similar event in Hornsby and it was noted that the attendance of staff had assisted community members present in understanding Council's program of events. The email was forwarded to the Group Manager of Public Works and the Acting General Manager. The Group Manager of Public Works nominated three staff which included the Place Manager for Eastwood, and the Managers responsible for drainage and roads. The Acting General Manager nominated the Manager Urban Planning to cover planning and development matters.

Question 3: Why was such a large contingent of staff required for this event; what was the total time spent at the event and how much did this cost City of Ryde?

Answer 3: The staff numbers were based on the topics that were expected to be discussed. The approximate cost (in staff time) was \$320.

Question 4: Was staff attendance encouraged by an individual within Council?

Answer 4: No.

Question 5: Why was the Mayor's Secretary appointed as co-ordinator for the event and by whom?

Answer 5: The Executive Assistant to the Mayor and Councillors was the contact point as she had received the original correspondence. She was not the coordinator of the event.

The invitation to all Councillors to attend was sent via the Councillor HelpDesk as is normal practice.

The Councillor HelpDesk sits within the Governance Unit and the role of Executive Assistant to the Mayor and Councillors is part of the Governance Unit team.