

Meeting Date: Tuesday 24 June 2014
Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde
Time: 7.30pm

Council Meetings will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993. Council Meetings will also be webcast.

NOTICE OF BUSINESS

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1 REQUEST FOR LEAVE OF ABSENCE - Councillor Artin Etmekdjian

Report prepared by: Section Manager - Governance
File No.: CLM/14/1/4/13 - BP14/729

REPORT SUMMARY

Councillor Etmekdjian has requested a Leave of Absence from Saturday, 12 July 2014 to Saturday, 19 July 2014 inclusive.

REPORT SUMMARY

That Councillor Etmekdjian's Leave of Absence for the period from Saturday, 12 July 2014 to Saturday, 19 July 2014 inclusive be approved.

2 CONFIRMATION OF MINUTES - Council Meeting held on 10 June 2014

Report prepared by: Meeting Support Coordinator
File No.: CLM/14/1/4/2 - BP14/131

REPORT SUMMARY

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

RECOMMENDATION:

That the Minutes of the Council Meeting 9/14, held on 10 June 2014 be confirmed.

ATTACHMENTS

- 1 Minutes - Ordinary Council Meeting - 10 June 2014

ITEM 2 (continued)

ATTACHMENT 1

**Council Meeting
MINUTES OF MEETING NO. 9/14**

Meeting Date: Tuesday 10 June 2014

Location: Council Chambers, Level 6, Civic Centre, 1 Devlin Street, Ryde

Time: 7.30pm

Councillors Present: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Perram, Petch, Pickering, Salvestro-Martin, Simon and Yedelian OAM.

Apologies: Nil.

Staff Present: Acting General Manager, Acting Group Manager – Community Life, Acting Group Manager – Corporate Services, Group Manager – Environment and Planning, Group Manager – Public Works, General Counsel, Manager – Communications and Media, Manager – Human Resources, Manager – Risk and Audit, Manager – Library Services, Manager – Operations, Section Manager – Properties, Section Manager – Waste, Section Manager – Passive Parks and Streetscapes, Coordinator – Passive Parks and Streetscapes, Coordinator – Digital Communications and Section Manager – Governance.

PRAYER

Pastor Ben Rodgers of the Ryde Baptist Church was present and offered prayer prior to the commencement of the meeting.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

TABLING OF PETITIONS

No Petitions were tabled.

SUSPENSION OF STANDING ORDERS

RESOLUTION: (Moved by Councillors Li and Yedelian OAM)

That Standing Orders be suspended in order to allow members of the public to address Council in relation to Item 12 – CCTV Cameras in Eastwood, the time being 7.33pm.

Record of Voting:

For the Motion: Unanimous

ITEM 2 (continued)

ATTACHMENT 1

PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA

The following persons addressed Council:

Name	Topic
Simone But	Item 12 – CCTV Cameras in Eastwood
Michelle But	Item 12 – CCTV Cameras in Eastwood

PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA

No addresses were made to Council.

SUSPENSION OF STANDING ORDERS

RESOLUTION: (Moved by Councillors Salvestro-Martin and Petch)

That Standing Orders be suspended in order for Councillor Salvestro-Martin to address the meeting in relation to a confidential document previously circulated to Councillors, the time being 7.40pm.

Record of Voting:

For the Motion: Unanimous

ORDER OF BUSINESS

RESOLUTION: (Moved by Councillors Laxale and Yedelian OAM)

That Council now consider the following Item, the time being 7.44pm:

- Item 12 – CCTV Cameras in Eastwood.

Record of Voting:

For the Motion: Unanimous

LATE REPORT

12 CCTV CAMERAS IN EASTWOOD

Note: Simone But and Michelle But addressed the meeting in relation to this Item.

Note: A confidential letter from the NSW Police Force, Ryde Local Area Command dated 6 June 2014 was tabled in relation to this Item and a copy is ON FILE - CONFIDENTIAL.

ITEM 2 (continued)

ATTACHMENT 1

RESOLUTION: (Moved by Councillors Laxale and Li)

- (a) That Council accept the invitation to apply for funding under the Safer Streets Program to provide lighting and CCTV in Eastwood, including but not limited to the vicinity of Glen Reserve, Eastwood Plaza and Glen Street Carpark as outlined in the body of this report.
- (b) That Council work with Ryde Local Area Command and the Chambers of Commerce and other community leaders to conduct a program of safety audits and education for local retailers.
- (c) That Council endorse the proposed works at Glen Street and Rowe Street Carparks and Glen Reserve Eastwood as outlined in this report.
- (d) That Council consult with all Chambers of Commerce in Eastwood regarding the outcome of this report, in the presence of Ryde Local Area Command.
- (e) That a media release regarding this decision be circulated through the normal channels.

Record of Voting:

For the Motion: Unanimous

MAYORAL MINUTES

There were no Mayoral Minutes.

COUNCIL REPORTS

1 **CONFIRMATION OF MINUTES - Council Meeting held on 27 May 2014**

RESOLUTION: (Moved by Councillors Pickering and Pendleton)

That the Minutes of the Council Meeting 8/14, held on 27 May 2014 be confirmed.

Record of Voting:

For the Motion: Unanimous

ITEM 2 (continued)

ATTACHMENT 1

**2 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 6/14
held on 3 June 2014**

RESOLUTION: (Moved by Councillors Perram and Petch)

That Council determine Items 2 and 4 of the Works and Community Committee report 6/14 held on 3 June 2014, noting that Items 1 and 3 were dealt with by the Committee within its delegated powers.

Record of Voting:

For the Motion: Unanimous

2 BANJO PATERSON PARK WHARF - REFURBISHMENT WORKS

RESOLUTION: (Moved by Councillors Perram and Petch)

- (a) That Council incorporates the upgrading of Banjo Paterson Park Wharf in the 2014/2015 Delivery Plan within the Foreshore program.
- (b) That Council allocate \$200,000 for the upgrading of Banjo Paterson Park Wharf to be funded via the Section 94 Reserve – Category OP12 "Foreshore Parks: Putney to Gladesville embellishment".

Record of Voting:

For the Motion: Unanimous

**4 PROJECT STATUS REPORT AS AT 30 APRIL 2014 – PROJECT
DEVELOPMENT UNIT**

RESOLUTION: (Moved by Councillors Perram and Petch)

- (a) That Council receive and note this report.
- (b) That a report be brought back to the next Works and Community Committee Meeting on 17 June 2014 detailing the parties consulted prior to removal of the deck at Brush Farm House and including the process undertaken.

Record of Voting:

For the Motion: Unanimous

ITEM 2 (continued)

ATTACHMENT 1

3 PUTNEY HILL – CHANGE OF STREET NAME – LARDELLI DRIVE

Note: Councillor Yedelian OAM left the meeting at 8.15pm and was not present for voting on this Item.

RESOLUTION: (Moved by Councillors Petch and Pickering)

- (a) That Council proceed with the adoption of Lardelli Drive.
- (b) That Council advise key utilities and service providers once Lardelli Drive is gazetted to assist them in the correction of their databases and documents.

Record of Voting:

For the Motion: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Perram, Petch, Pickering and Simon

Against the Motion: Councillor Salvestro-Martin

Note: Councillor Yedelian OAM returned to the meeting at 8.16pm.

4 PUBLIC LIABILITY COVER FOR SMALL INCORPORATED BODIES

RESOLUTION: (Moved by Councillors Pendleton and Petch)

- (a) That in accordance with the advice received from Council's insurance broker, Council retain its current policy position in relation to the mandatory requirement for separate insurance cover being required for all incorporated bodies.
- (b) That the current review of Council's Community Grant Policy include purchase of public liability cover when exploring options to assist the establishment of emerging and small community organisations.

Record of Voting:

For the Motion: Unanimous

5 DRAFT CUSTOMER SERVICE CHARTER

MOTION: (Moved by Councillors Pendleton and Petch)

- (a) That Council adopt the **ATTACHED** draft Customer Service Charter, subject to clarification of the appeals process and layout refinements.

ITEM 2 (continued)

ATTACHMENT 1

- (b) That the adopted Customer Service Charter be promoted to the community through the usual communication channels and other channels where appropriate.

AMENDMENT: (Moved by Councillors Perram and Pickering)

- (a) That no further action be taken on the draft Customer Service Charter.
- (b) That a further report to Council be prepared regarding a mechanism whereby members of the community can request a review of decisions made by Council staff.

On being put to the Meeting, the voting on the Amendment was three (3) votes For and nine (9) votes Against. The Amendment was **LOST**. The Motion was the put and **CARRIED**.

Record of Voting:

For the Amendment: Councillors Etmekdjian, Perram and Pickering

Against the Amendment: The Mayor, Councillor Maggio and Councillors Chung, Laxale, Li, Pendleton, Petch, Salvestro-Martin, Simon and Yedelian OAM

RESOLUTION: (Moved by Councillors Pendleton and Petch)

- (a) That Council adopt the **ATTACHED** draft Customer Service Charter, subject to clarification of the appeals process and layout refinements.
- (b) That the adopted Customer Service Charter be promoted to the community through the usual communication channels and other channels where appropriate.

Record of Voting:

For the Motion: Unanimous

6 GENERAL MANAGER RECRUITMENT - Recommendations Regarding The Process for Recruitment of a General Manager

MOTION: (Moved by Councillors Etmekdjian and Pendleton)

- (a) That Council endorse the process and approximate time frames outlined in this report for the recruitment of the General Manager.
- (b) That the **ATTACHED** Expression of Interest (EOI) document is endorsed and is to be published immediately following endorsement of the outlined process.

ITEM 2 (continued)

ATTACHMENT 1

- (c) That the recommended providers as set out in this report be contacted and requested to provide a submission in response to the (EOI) documents.

AMENDMENT: (Moved by Councillors Petch and Perram)

- (a) That Council publically advertise through the normal processes and call for submissions from suitable agencies.
- (b) That those agencies then be assessed and a report presented to Council for consideration.

On being put to the Meeting, the voting on the Amendment was three (3) votes For and nine (9) votes Against. The Amendment was **LOST**. The Motion was the put and **CARRIED**.

Record of Voting:

For the Amendment: Councillors Perram, Petch and Salvestro-Martin

Against the Amendment: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Pickering, Simon and Yedelian OAM

RESOLUTION: (Moved by Councillors Etmekdjian and Pendleton)

- (a) That Council endorse the process and approximate time frames outlined in this report for the recruitment of the General Manager.
- (b) That the **ATTACHED** Expression of Interest (EOI) document is endorsed and is to be published immediately following endorsement of the outlined process.
- (c) That the recommended providers as set out in this report be contacted and requested to provide a submission in response to the (EOI) documents.

Record of Voting:

For the Motion: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Perram, Pickering, Simon and Yedelian OAM

Against the Motion: Councillors Petch and Salvestro-Martin

ITEM 2 (continued)

ATTACHMENT 1

LATE ITEMS

9 CROWN LANDS WHITE PAPER

RESOLUTION: (Moved by Councillors Petch and Yedelian OAM)

- (a) That Council lodge a submission on the Crown Lands White Paper by 20 June 2014, encompassing its concerns in respect of the following areas:
- The Strategic Review process and Council's requirement to be included in the process, as the key local stakeholder. If this Review has been completed, Council requires this information immediately.
 - The need for greater clarity around the high level concepts provided to date
 - Subject to further clarification, Council expects negotiated outcomes and formalised frameworks with the Crown, for all key Crown land parcels in the City of Ryde.
 - Any other matter that Council Officers subsequently consider necessary.
- (b) That Council closely monitors the 'Pilot Process' and reviews the outcomes achieved.
- (c) That Council liaises with NSROC on initiatives and actions taken on this matter, including providing NSROC with a copy of Council's submission.
- (d) That this matter be further reported to Council once Council has evaluated the Strategic Assessment of the City of Ryde's Crown Land.

Record of Voting:

For the Motion: Unanimous

10 JOINT LIBRARY AGREEMENT

RESOLUTION: (Moved by Councillors Petch and Chung)

- (a) That Council endorse the establishment of a new three year Joint Library Agreement with Hunters Hill Council, based upon the principles of this report.
- (b) That the Acting General Manager be granted delegated authority to sign the Joint Library Agreement with Hunters Hill Council.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: Unanimous

12 CCTV CAMERAS IN EASTWOOD

Note: This matter was dealt with earlier in the meeting as outlined in these Minutes.

CLOSED SESSION

ITEM 7 - COR-RFT-04/14 - PROVISION OF BUSH REGENERATION SERVICES

Confidential

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

ITEM 8 - PROPOSED VOLUNTARY PLANNING AGREEMENT FOR 10 BYFIELD STREET, MACQUARIE PARK

Confidential

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

ITEM 11 – WASTE COLLECTION SERVICES BIN OWNERSHIP – Variation of Contract PWS/03/05

Confidential

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND (d) (ii) information that would, if disclosed, confer a commercial advantage on a competitor of the council.

ITEM 2 (continued)

ATTACHMENT 1

RESOLUTION: (Moved by Councillors Petch and Simon)

That the Council resolve into Closed Session to consider the above matters.

Record of Voting:

For the Motion: Unanimous

Note: The Council closed the meeting at 9.20pm. The public and media left the chamber.

7 COR-RFT-04/14 - PROVISION OF BUSH REGENERATION SERVICES

Note: Councillor Salvestro-Martin left the meeting at 9.44pm and was not present for voting on this Item.

RESOLUTION: (Moved by Councillors Pendleton and Petch)

That this matter be referred back to the Evaluation Panel for the provision of further information with regard to the past performance of the recommended providers and a further report be presented to Council.

Record of Voting:

For the Motion: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Perram, Petch, Simon and Yedelian OAM

Against the Motion: Councillor Pickering

8 PROPOSED VOLUNTARY PLANNING AGREEMENT FOR 10 BYFIELD STREET, MACQUARIE PARK

Note: Councillor Salvestro-Martin was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Petch and Perram)

- (a) That Council support “in principle” the Voluntary Planning Agreement offer by Pro-invest Australian Hospitality Opportunity (ST) Pty Ltd as trustee for Pro-invest Australian Hospitality Opportunity Trust as part of the Development Application LDA2013/522 at 10 Byfield Street, Macquarie Park, for the construction of a hotel.
- (b) That the above be communicated to the Joint Regional Planning Panel at the time of determination of the application,

ITEM 2 (continued)

ATTACHMENT 1

- (c) That the Acting General Manager be delegated authority to finalise the Voluntary Planning Agreement with Pro-invest Australian Hospitality Opportunity (ST) Pty Ltd as trustee for Pro-invest Australian Hospitality Opportunity Trust, and
- (d) That the General Counsel or the Acting General Manager be delegated authority to execute the Voluntary Planning Agreement with Pro-invest Australian Hospitality Opportunity (ST) Pty Ltd atf Pro-invest Australian Hospitality Opportunity Trust on behalf of the City of Ryde.

Record of Voting:

For the Motion: Unanimous

Note: Councillor Salvestro-Martin returned to the meeting at 9.46pm.

11 WASTE COLLECTION SERVICES BIN OWNERSHIP – Variation of Contract PWS/03/05

RESOLUTION: (Moved by Councillors Petch and Pickering)

- (a) That Council accepts the offer from SITA Australia Pty Ltd for the transfer of bin ownership to Council for a consideration of \$1,450,000 (excl. GST) at the conclusion of the Waste Collection Services contract PWS/03/05 on 30 April 2015.
- (b) That Council allocate the amount of \$1,450,000 (excl. GST) from the Domestic Waste Reserve for the purchase.
- (c) That the Acting General Manager be delegated with the authority to complete the negotiations in regards to this matter.
- (d) That Council endorse the sale of the bins to the successful tenderer of the upcoming Waste Collection Services tender COR-RFT-09/14 on 1 May 2015 for the sum of \$1,450,000 (excl. GST) to allow for the continuation of waste services with existing bins.
- (e) That proceeds from the sale of existing bins to the successful tenderer be transferred to the Domestic Waste Reserve.
- (f) That under s55(3)(i) of the Local Government Act 1993, Council resolve that due to the unavailability of competitive tenderers in relation to the proposed purchase of bins, a satisfactory result would not be achieved by inviting tenders.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: The Mayor, Councillor Maggio and Councillors Chung, Etmekdjian, Laxale, Li, Pendleton, Perram, Petch, Pickering, Simon and Yedelian OAM

Against the Motion: Councillor Salvestro-Martin

OPEN SESSION

RESOLUTION: (Moved by Councillors Petch and Pendleton)

That Council resolve itself into open Council.

Record of Voting:

For the Motion: Unanimous

Note: Open Council resumed at 9.47pm.

RESOLUTION: (Moved by Councillors Simon and Pickering)

That the recommendations of Items considered in Closed Session be received and adopted as resolutions of Council without any alteration or amendment thereto.

Record of Voting:

For the Motion: Unanimous

NATIONAL ANTHEM

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

The meeting closed at 9.50pm.

CONFIRMED THIS 24TH DAY OF JUNE 2014

Chairperson

**3 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 7/14
held on 17 June 2014**

Report prepared by: Section Manager - Governance
File No.: CLM/14/1/4/2 - BP14/730

REPORT SUMMARY

The Minutes of the Works and Community Committee Meeting 7/14 held on 17 June 2014 are to be circulated on Thursday, 19 June 2014 after the meeting has been conducted. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

A report detailing Items which were dealt with by the Committee within its delegated powers, together with any Committee recommendations will be circulated at the same time as the Minutes on Thursday, 19 June 2014.

4 PUBLIC TOILET AT SAGER PLACE SHOPPING CENTRE

Report prepared by: Team Leader - Design and Development
File No.: PM12/70001/002 - BP14/701

REPORT SUMMARY

At the meeting on 8 April 2014, a report on the potential provision of a public toilet at the Sager Place Shopping Centre was considered by Council. The report recommended that a public toilet facility not be provided at Sager Place due to:

- the demand for the toilet is in a large part created by the bus drivers.
- public toilets in local parks such as Heatly Reserve are not usually provided by Council due to the size of the parks, low usage rates, short time stay of uses and the location of the park within residential areas.
- the location of the toilet in the park will have an impact on the function of the park (Option1) or would reduce the number of off street car parking spaces at the Centre (Option 2).
- additional project budget (up to \$134,000) and recurrent budget (up to \$7,500) is required to fund the provision of the facility and the ongoing operational requirements - cleaning, maintenance, etc.

At the meeting Council resolved as follows:

- (a) *That Council note the report into investigations on the provision of a public toilet at Sager Place Neighbourhood Centre.*
- (b) *That Council approve the Sager Place Neighbourhood Centre Landscape Concept Plan.*
- (c) *That Council investigate leasing the existing toilets at 1-2/8 Sager Place, East Ryde for use on a key only basis.*
- (d) *That the STA be requested to make a contribution to the leasing and cleaning of the toilets.*
- (e) *That the matter be reported back to Council.*

Investigations of the potential leasing of the toilets at 1-2/8 Sager Place have been undertaken. The owners have advised in a letter dated 29 May 2014 that they are not interested in a leasing arrangement with Council as they do not want the public to use their private facilities.

This report recommends that Council does not support the provision of a public toilet at Sager Place Shopping Centre for the reasons outlined above.

ITEM 4 (continued)**RECOMMENDATION:**

- (a) That Council note the report into investigations on the provision of a public toilet at 1-2/8 Sager Place East Ryde.
- (b) That Council does not support the provision of a public toilet at Sager Place Neighbourhood Centre.

ATTACHMENTS

- 1 Sager Place toilet costings and options

Report Prepared By:

Margaret Fasan
Team Leader - Design and Development

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 4 (continued)**Discussion**

At the meeting on 8 April 2014, a report on the potential provision of a public toilet at the Sager Place Shopping Centre was considered by Council. The report recommended that a public toilet facility not be provided at Sager Place due to:

- the demand for the toilet is in a large part created by the bus drivers.
- public toilets in local parks such as Heatly Reserve are not usually provided by Council due to the size of the parks, low usage rates, short time stay of users and the location of the park within residential areas.
- the location of the toilet in the park will have an impact on the function of the park (Option 1) or would reduce the number of off street car parking spaces at the Centre (Option 2).
- additional project budget (up to \$134,000) and recurrent budget (up to \$7,500) is required to fund the provision of the facility and the ongoing operational requirements - cleaning, maintenance, etc.

At the meeting Council resolved as follows:

- (a) *That Council note the report into investigations on the provision of a public toilet at Sager Place Neighbourhood Centre.*
- (b) *That Council approve the Sager Place Neighbourhood Centre Landscape Concept Plan.*
- (c) *That Council investigate leasing the existing toilets at 1-2/8 Sager Place, East Ryde for use on a key only basis.*
- (d) *That the STA be requested to make a contribution to the leasing and cleaning of the toilets.*
- (e) *That the matter be reported back to Council.*

In accordance with the Council resolution further investigations into the provision of a public toilet at Sager Place Shopping Centre have been undertaken. The detailed design and tender documentation of the Sager Place Neighbourhood Centre Concept Plan is currently being prepared in readiness for construction in 2014/15.

Toilets at 1-2/8 Sager Place

Sager Place shopping centre is a relatively busy local centre bounded by Moncrieff Drive, Sager Place, Elliott Avenue and Dowd Lane. The centre includes eight retail shops. The shops are immediately adjacent to Heatly Reserve which has a well patronised playground that functions as a focus for the local community.

ITEM 4 (continued)

Angled parking for the centre is available on Moncrieff Drive, Sager Place and Elliott Avenue.

There are two existing toilets at the rear of 8 Sager Place fronting Dowd Lane. At the Council meeting on 8 April 2014 it was suggested that the public could use these toilets as there is direct access to them from the laneway.

8 Sager Place is a strata titled property with two separate owners. Hence both owners would need to agree to any arrangement regarding the toilets. Currently the lessee of 1/8 Sager Place utilises one of the toilets and is responsible for its cleaning. The other retail unit at 2/8 is currently vacant and has not been leased for several years.

Following the Council resolution, Council staff initially contacted the owners of 1/8 and 2/8 Sager Place by phone on 12 May 2014 to discuss the potential leasing of the existing toilets on Dowd Lane. It was explained that the toilets would be used by the public, including Sydney Bus drivers. Both owners indicated that they were not interested in this proposal.

This initial contact was followed by a letter sent to each owner on 15 May 2014 which set out an offer for Council to lease the toilets and undertake responsibility for the maintenance and cleaning of the toilet(s). On 29 May 2014, Council received a letter from one of the owners stating *"I have consulted the other owner of the property and we have come to a unanimous decision that we do not want the public to use our private facilities"*. Given this response from the owners, it is recommended that no further action be undertaken regarding the potential leasing of the toilets at 8 Sager Place.

Request for a contribution towards leasing and cleaning costs from STA

Following a request from Council in December 2013 for a financial contribution towards the funding of a toilet at the centre, State Transit replied that *"State Transit is a government bus operator and its funding does not provide for infrastructure developments such as a toilet facility at a shopping centre, and as such we are unable to contribute to the funding of the facility"*.

In response to a request for a contribution towards a potential leasing arrangement of the toilets at 8 Sager Place, State Transit has advised that they would consider making a contribution towards the cleaning but not leasing costs. State Transit stipulated that the toilet facility would need to have access to STA staff and shop keepers only and not be available to the general public. It is noted that even if the owners of 8 Sager Place were prepared to enter a leasing arrangement with Council, that the STA offer is not satisfactory, as Council is not responsible for providing a toilet facility for a State agency.

ITEM 4 (continued)**Determining the need for a toilet facility**

The requirement for a toilet at the centre was raised as part of the consultation that was undertaken for the development of the Landscape Concept Plan. Details of the workshops are outlined as follows:

- Workshop 1 held on 11 February 2013 to understand the issues and opportunities of the centre. It was attended by 14 residents and 3 shop owners/tenants. The issues which were raised included maintaining the character of the centre, safety and pedestrian accessibility, parking/traffic and landscape elements that could improve the centre.
- Workshop 2 held on 22 August 2013 to present the draft concept design. The workshop was attended by 9 residents and 1 shop owners/tenants. The suggestions to improve the concept plan included the use of evergreen native species, orientation of picnic table towards the playground, and widening the footpath on Moncrieff Drive to enhance pedestrian amenity.

The provision of public toilets at the centre was discussed at length at workshop 1, with the discussion focused on the need for a facility mainly to address the needs of the bus drivers. While the provision of a toilet was not resolved at the workshops, it was generally agreed by those at the workshop that a toilet not be included as part of the landscape works and identified in the concept design on the grounds that:

- there is insufficient space in Heatly Reserve,
- the location of the facility in the park could lead to anti-social behaviour and
- the limited funding available to undertake both the improvements works and to build a facility.

A petition tabled at the meeting on 26 November 2013 had a total of 515 signatures requesting that Council provide a toilet block at Sager Place. It is noted that 218 of these signatories were from Ryde Bus Depot.

Since the Council meeting in November 2013 correspondence has been received from 2 members of the local community opposing a public toilet at the centre.

Provision of Public Toilets in Neighbourhood Centres and Local Parks

The provision of public toilets in a neighbourhood centre can often be pursued by Council as part of a redevelopment of the centre –for example with the redevelopment of the centres at Midway the developer was required to provide a toilet facility available to the public.

ITEM 4 (continued)

However, the provision of public toilets in local parks such as Heatly Reserve is not usually provided by Council due to factors such as:

- the size of the parks,
- low usage rates,
- short time stay of uses and
- location of the park within residential areas and in proximity to dwellings.

Potential Location of a Toilet

Two potential locations have been identified for the installation of a new toilet at the Centre. Costings for both options have been prepared that include supply, installation, site works and connection to services.

[Proposed Location 1 – Heatly Reserve \(MODUS – Yarra 1 or Yarra 3\)](#)

[Proposed Location 2 - Toilet adjacent to rear of Bottle Shop \(EXELOO – Ecoloo Tasman\)](#)



Option 1- Heatly Reserve

Option 1 locates the toilet in Heatly Reserve adjacent to the central path that leads from Sager Place to the shops. This location can be readily accessed from the footpath in front of the shops and bus stop and would require only minimal grading works.

Advantages

- Close to bus stop and playground
- No residences address this location, so it is unlikely that there will be objections
- No loss of car parking spaces

ITEM 4 (continued)

Disadvantages

- Encroaches on the open space area is quite significant, reducing the useability of the park
- The toilet could be regarded as unsightly and reduce visibility of the shops from the street
- Potential for odour close to shop fronts
- Significant cost to connect to sewer (75m)
- Grading works would be required to create a flat pad

A smaller unisex toilet would have less of an impact on the use and appearance of the park. However, as it is not Council practice to provide unisex toilets, two types of toilets have been costed for Option 1.

- Single, accessible unisex (Yarra 1) at a cost of \$111,260 (including installation cost).
- Annual maintenance - \$7,500



Interior size 2.1 x 2.1m

- Triple, including one male, one female and one unisex accessible (Yarra 3) at a cost of \$133,648 (including installation costs).
- Annual maintenance - \$10,000

ITEM 4 (continued)



Interior size 2.1 x 4.3m

Option 2 - adjacent to rear of Bottle Shop on Elliott Avenue

Option 2 locates a toilet within a kerb extension of the frontage to Elliott Avenue. Two car spaces would need to be removed for this option.

Advantages

- Close proximity to sewer connection, electricity and water
- Will not impact negatively on the frontages to the shops on Sager Place or the park

Disadvantages

- The adjacent shop owner may object
- Residents on Elliott Avenue may object as the toilet is immediately opposite some properties
- Loss of two car parking spaces

Option 2 location is an urban setting and so the design and finishes of the toilet should be of a high quality. Costings have been prepared for a single, accessible unisex toilet in this location (Ecoloo or similar).

- Single, accessible unisex toilet (Ecoloo) at a cost of \$121,550 (including installation).
- Annual maintenance - \$7,500

ITEM 4 (continued)



Interior size 2.2 x4.3m

Details on these options and the costings are **ATTACHED** (Attachment 1).

The location of a toilet in the south west corner of the centre within the car park on Moncrieff Drive was not pursued. Disabled access between the front of the shops and this location cannot be provided due to the steep gradient of the path between the shops and the car park. It is Council policy to ensure that any new toilet facility would have disabled access.

Preferred Option for the Toilet Facility

Of the two options, Option 2 on the Elliott Avenue frontage is considered to be the preferred option as it would not have a detrimental impact on Heatly Reserve and the shop frontages. The cost of the facility being \$121,550 (including installation) with an annual maintenance cost of \$7,500.

If Council was to support the provision of a toilet facility in Sager Place, it is considered that further consultation with shop owners/tenants and the community would need to be undertaken regarding the preferred location.

ITEM 4 (continued)**Financial Implications**

The City of Ryde 2013/17 Four Year Delivery Plan has a budget of \$613,540 to be spent in 2014/15 and 2015/16 for the Neighbourhood Centres Renewal Program that will cover the total project cost for the construction of the public domain works of both the Quarry Road and Sager Place centres.

The construction cost to implement the Landscape Concept Plan for the Sager Place centre upgrade has been estimated to be \$275,000. If Council were to resolve to support the provision of a toilet facility at Sager Place, additional funding of up to \$133,700 would be required.

The additional budget of up to \$134,000 would need to be allocated to the Centres and Neighbourhood Program resulting in a total budget for the project being over \$400,000. The additional funds would be required to be sourced from the Assets Replacement Reserve.

Options

The options in relation to proceeding with the provision of a public toilet at the Sager Place Neighbourhood Centre are outlined as follows:

Option 1

Council could consider provision of a public toilet at Sager Place at one of the two locations identified in this report. This option is not recommended.

This option would require an additional budget of up to \$134,000 to be allocated to the Centres and Neighbourhood Program resulting in a total budget for the project being over \$400,000. The additional funds would be required to be sourced from the Assets Replacement Reserve.

If Council resolves to support this option the design and documentation process of the Sager Place Neighbourhood Centre Landscape Concept Plan would need to be put on hold pending the outcome of consultation with the community regarding the preferred location of a toilet. This delay may result in the construction works not commencing until the financial year of 15/16.

Option 2

Council could choose not to provide a toilet at Sagar place. This option is supported because:

- The demand for the toilet is in a large part created by the bus drivers.
- Public toilets in local parks such as Heatly Reserve are not usually provided by Council due to the size of the parks, low usage rates, short time stay of uses and the location of the park within residential areas.

ITEM 4 (continued)

- The location of the toilet in the park will have an impact on the function of the park (Option1) or would reduce the number of off street car parking spaces at the Centre (Option 2).
- Significant additional project budget and recurrent budget is required to fund the provision of the facility and the ongoing operational requirements such cleaning, maintenance.

Option 2 is considered the preferred option and this report recommends that Council not proceed with the provision of a toilet facility at the Sager Place shops.

ITEM 4 (continued)

ATTACHMENT 1

1- Modulated Toilet Variations

Option 1 Modus - Yarra 1

General

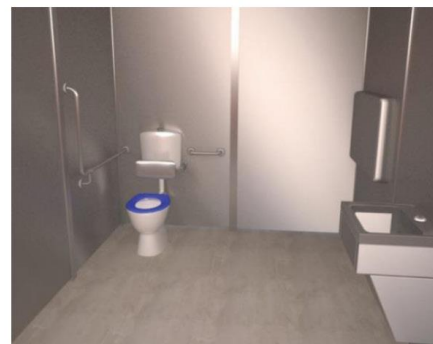
- Single unisex accessible
(Interior - 2.1m x 2.1m)
- Includes all fixtures and fittings
- Requires onsite assembly

Basic and Indicative Requirements

- Supply of Kit - \$16,500
- Geotech investigation and footing design
- Survey
- Pad preparation & pouring of concrete
- Erection of Toilet Building
- Connection to services

Optional Extras

- Aluminum composite interior
- Stainless Pan
- Auto Timer Locks



Aluminum composite finish



Orb profile finish

ITEM 4 (continued)

ATTACHMENT 1

Option 1 Modus - Yarra 3

General

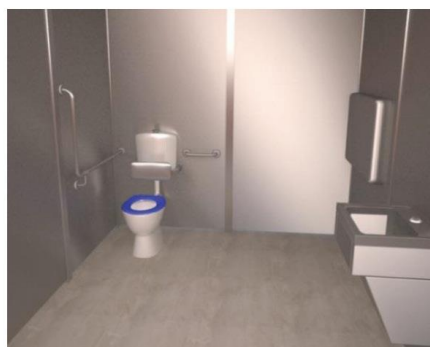
- Single unisex accessible plus Male and Female Toilet
- (Interior - 2.1m x 4.3m)
- Includes all fixtures and fittings
- Requires onsite assembly

Basic and Indicative Requirements

- Supply of Kit - \$31,970
- Geotech investigation and footing design
- Survey
- Pad preparation & pouring of concrete
- Erection of Toilet Building
- Connection to services

Optional Costs

- Aluminum composite interior
- Stainless Pans
- Auto Timer Locks



Aluminium composite finish



Orb profile finish

ITEM 4 (continued)

ATTACHMENT 1

Option 2
EXELOO – Ecoloo Tasman

General

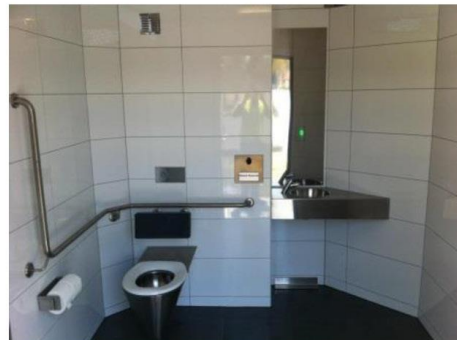
- Single unisex accessible – Manual
(Interior - 2.2m x 3.3m)
- Includes all fixtures and fittings
- Prefabricated

Basic and Indicative Only Costs

- Supply of unit - \$49,000 ex gst
- Geotech investigation and footing design
- Survey
- Pad preparation & pouring of concrete
- Delivery and Install of Toilet Building
- Connection to services

Optional Costs

- Stainless interior
- Auto Timer Locks



Tile interior



Thorn LED Escort light



Stainless interior

ITEM 4 (continued)

ATTACHMENT 1

3 – Costing

Proposed Location 1 – Toilet located in Park (Heatly Reserve)

The estimated total cost to have the toilet option located in Heatly Reserve is;

Toilet Option 1	Toilet Type	Cost (Ex GST)
MODUS – Yarra 1	Single Accessible, Unisex	\$111,260 *
MODUS – Yarra 3	Triple, including one Male, One Female and one unisex Accessible	\$133,648 *

For a detailed breakup please refer page 8 and 9 respectively

Proposed Location 2 – Toilet adjacent to rear of Bottle shop

The estimated total cost to have the toilet option located adjacent to the rear of the Bottle shop (corner of Elliot and Dowd Lane) is;

Toilet Option 2	Toilet Type	Cost (Ex GST)
EXELOO – Ecoloo Tasman	Single Accessible, Unisex	\$121,550 *

For a detailed breakup please refer page 10

NOTE: Opinion of probable costing only, based on time estimate was prepared. Re-evaluation may be required.

ITEM 4 (continued)

ATTACHMENT 1

Detailed Costing for - Modus - Yarra 1

**Sager Place - Toilet Block -
 MODUS - Yarra 1 - single unisex
 accessible**

Preliminary Budget Estimate

Mar-14

Item	Unit	QTY	Rate	Total
Building work				
Supply of Kit - (includes basic fixtures and fittings)	item	1	\$16,500	\$16,500
Erection of Toilet Building	item	1	\$4,500	\$4,500
Footing and Concrete pad preparation and pouring of concrete	item	1	\$4,000	\$4,000
Signs	item	3	\$500	\$1,500
Connection to services				
Electrical/Security/Lighting	item	1	\$6,000	\$6,000
Water connection	item	1	\$3,000	\$3,000
Sewer Connection	m	75	\$450	\$33,750
Insurances	item			\$1,500
Safety materials, first aid equipment, OH+S materials	item			\$800
Bin hire, rubbish removal, and final cleaning	item			\$3,500
Site management	3 week	3		\$5,000
Building Works				\$80,050.00
Professional Services				
Architect/Engineering/Survey - Design (including footing and geotech)	item	1	\$8,000	\$8,000
Authority fees - connections to services	allowance	1	\$10,000	\$10,000
Project Contingency	5% allowance		15%	\$13,207.50
Total				\$111,257.50
Options/Extras				
WC pans (Stainless steel)	No	1	\$3,000	\$3,000
Aluminium Composite interior	item	1	\$2,000	\$2,000
Auto Timer Locks	item	1	\$1,500	\$1,500
Total for building works including extras				\$117,757.50
				plus
Daily Cleaning (Maintenance yearly)	yearly	1	7,500	\$7,500.00

ITEM 4 (continued)

ATTACHMENT 1

Detailed Costing for - Modus - Yarra 3

**Sager Place - Toilet Block - MODUS - Yarra 3 - Triple,
 Male/Female/Unisex accessible**
Preliminary Budget Estimate

Mar-14

Item	Unit	QT Y	Rate	Total
Building work				
Supply of Kit - (includes basic fixtures and fittings)	item	1	\$31,970	\$31,970
Erection of Toilet Building	item	1	\$6,000	\$6,000
Footing and Concrete pad preparation and pouring of concrete	item	1	\$5,000	\$5,000
Signs	item	3	\$500	\$1,500
Connection to services				
Electrical/Security/Lighting	item	1	\$6,000	\$6,000
Water connection	item	1	\$3,000	\$3,000
Sewer Connection	m	75	\$470	\$35,250
Insurances	item			\$1,500
Safety materials, first aid equipment, OH+S materials	item			\$800
Bin hire, rubbish removal, and final cleaning	item			\$3,500
Site management	3 week	3		\$5,000
Building Works				\$99,520
Professional Services				
Architect/Engineering/Survey - Design (including footing and geotech)	item	1	\$8,000	\$8,000
Authority fees	allowa nce	1	\$10,000	\$10,000
Project Contingency	5 %	allowa nce	15%	\$16,128.00
Total				\$133,648
Options/Extras				
WC pans (Stainless steel)	No	3	\$3,000	\$9,000
Aluminium Composite interior	item	1	\$4,000	\$4,000
Auto Timer Locks	item	1	\$4,500	\$4,500
Total for building worksincluding extras				\$151,148
Plus				
Daily Cleaning (Maintenance yearly)	yearly	1	10,000	\$10,000

ITEM 4 (continued)

ATTACHMENT 1

Detailed Costing for – EXELOO – Ecoloo

Sager Place - Toilet Block - EXELOO - Ecoloo Tasman - single unisex accessible
Preliminary Budget Estimate

Mar-14

Item	Unit	QTY	Rate	Total
Building work				
Supply of Kit - (includes basic fixtures and fittings)	item	1	\$49,000	\$49,000
Erection of Toilet Building	item	1	\$1,000	\$1,000
Footing and Concrete pad preparation and pouring of concrete	item	1	\$10,000	\$10,000
Signs	item	3	\$500	\$1,500
Connection to services				
Electrical/Security/Lighting	item	1	\$5,000	\$5,000
Water connection	item	1	\$4,500	\$4,500
Sewer Connection	m	20	\$460	\$9,200
Insurances	item			\$1,500
Safety materials, first aid equipment, OH+S materials	item			\$800
Bin hire, rubbish removal, and final cleaning	item			\$3,000
Site management	2 week	2		\$3,500
Building Works				\$89,000
Professional Services				
Architect/Engineering/Survey - Design (including footing and geotech)	item	1	\$8,000	\$8,000
Authority fees	allowa nce	1	\$10,000	\$10,000
Project Contingency	5% allowa nce		15%	\$14,550.00
Total				\$121,550
Options/Extras				
Stainless steel interior	item	1	\$5,500	\$5,500
Auto Timer Locks	item	1	\$5,000	\$5,000
Total for building worksincluding extras				\$132,050
plus				
Daily Cleaning (Maintenance yearly)	yearly	1	7,500	\$7,500

5 PLANNING PROPOSAL - 144 Wicks Road and 16-18 Waterloo Road, Macquarie Park

Report prepared by: Planning Proposal Coordinator
File No.: LEP2012/15/3 - BP14/722

REPORT SUMMARY

The purpose of this report is to seek support from Council for a Planning Proposal (PP) for land at 144 Wicks Road, Macquarie Park. The PP seeks to list the subject site in Schedule 1 of Ryde Local Environmental Plan 2014 to permit '*hardware and building supplies*' and '*garden centre*' as an additional permitted use on the part of the site zoned B7 Business Park. This is to support the future development of the land fronting Epping Road for a Masters home improvement store. The proposal does not seek to amend the zoning of the subject site but seeks to include an additional land uses on the site for the purposes of *hardware and building supplies* and *garden centre* on land at 144 Wicks Road, Macquarie Park.

It is noted that this particular type of uses are permitted within the B3 Commercial Core zoning that applies to the northern portion of the site. Given that it is already an existing use permissible on part of the site, the campus style nature of Macquarie Park Business Corridor and that the land use is more appropriately located within the corridor rather than other areas of the Local Government Area, it is considered that Council should support the proposed amendment.

The proposal is generally considered to comply the applicable statutory requirements as described within this report and it is recommended that the proposal be supported.

RECOMMENDATION:

- (a) That Council support the Planning Proposal for 144 Wicks Road, Macquarie Park to amend Schedule 1 under Ryde Local Environmental Plan 2010 and Ryde Local Environmental Plan 2014 to include the following land uses *hardware and building supplies* and *garden centre*,
- (b) That Council forward the planning proposal for 144 Wicks Road, Macquarie Park to receive a gateway determination in accordance with Section 56 of the *Environmental Planning and Assessment Act 1979*.
- (c) That, in the event of a gateway determination being issued pursuant to Section 56 of the *Environmental Planning and Assessment Act 1979*, the proposed be placed on public exhibition and a further report be presented to Council following the completion of the consultation period advising of the outcomes and next steps.

ITEM 5 (continued)**ATTACHMENTS**

- 1** Planning Proposal - 144 Wicks Road - Main Report - CIRCULATED UNDER SEPARATE COVER
- 2** Planning Proposal - Appendix A - Indicative Scheme - CIRCULATED UNDER SEPARATE COVER
- 3** Planning Proposal - Appendix B - Traffic Report - CIRCULATED UNDER SEPARATE COVER
- 4** Planning Proposal - Appendix C - Economic Impact Assessment - CIRCULATED UNDER SEPARATE COVER
- 5** Planning Proposal - Appendix D - Flora and Fauna Assessment - CIRCULATED UNDER SEPARATE COVER
- 6** Planning Proposal - Appendix E - DoPI Letter - CIRCULATED UNDER SEPARATE COVER
- 7** Planning Proposal - Appendix F - Epping to Chatswood Rail Link Zone of Influence - CIRCULATED UNDER SEPARATE COVER

Report Prepared By:

Adrian Melo
Planning Proposal Coordinator

Report Approved By:

Meryl Bishop
Manager - Urban Planning

Dominic Johnson
Group Manager - Environment & Planning

ITEM 5 (continued)

Discussion

The following outlines the “gateway plan-making process”, and a summary of the subject planning proposal.

Gateway Plan-Making Process

1. **Planning proposal** – this is an explanation of the effect of and justification for the proposed plan to change the planning provisions of a site or area which is prepared by a proponent or the relevant planning authority such as Council. The relevant planning authority decides whether or not to proceed at this stage.
2. **Gateway** – determination by the Minister for Planning or delegate if the planning proposal should proceed, and under what conditions it will proceed. This step is made prior to, and informs the community consultation process.
3. **Community Consultation** – the proposal is publicly exhibited (generally low impact proposals for 14 days, others for 28 days).
4. **Assessment** – the relevant planning authority considers public submissions. The relevant planning authority may decide to vary the proposal or not to proceed. Where proposals are to proceed, it is Parliamentary Counsel which prepares a draft local environmental plan – the legal instrument.
5. **Decision** – the making of the plan by the Minister (or delegate).

According to section 55 of the *Environmental Planning and Assessment Act 1979*, a Planning Proposal must include:

- A **statement** of objectives and intended outcomes of the proposal
- An **explanation** of the provisions of the proposal;
- A **justification** of the objectives, outcomes and provisions including the process for implementation;
- **Maps where relevant**, containing the appropriate detail are to be submitted, including land use zones; and
- Details of the **community consultation** that will be undertaken.

Council is the relevant planning authority for this proposal which is at Step 1.

Site Description

The land the subject of the Planning Proposal is 144 Wicks Road and 16-18 Waterloo Road, Macquarie Park legally known as Lot 21 in Deposited Plan 1101233 and Lot 4 in Deposited Plan 1046090, respectively. This are identified in **Figure 1** below.

ITEM 5 (continued)

Figure 1

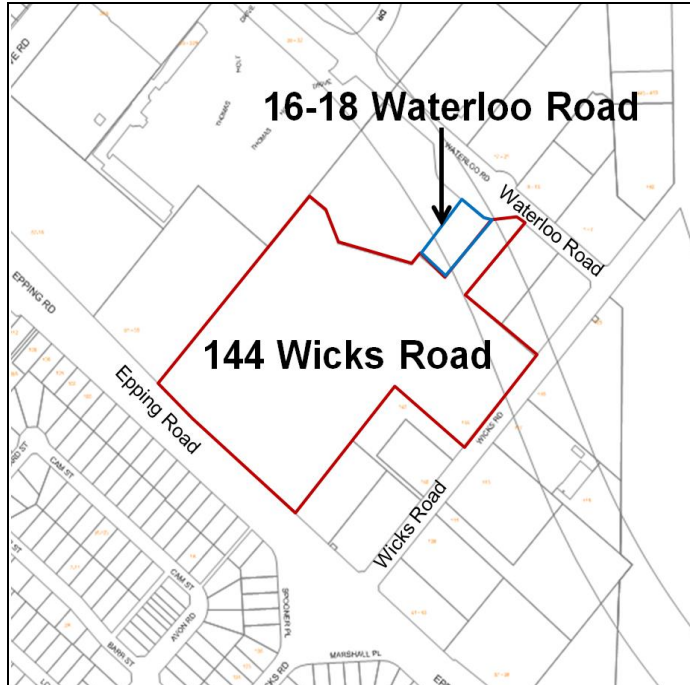


Figure 2 provides an aerial photo of the site. The combined total size of the sites is approximately 5.92 hectares.

Figure 2



Source: Urbis Planning Proposal, with amendments

ITEM 5 (continued)

The applicant has identified the key characteristics of the site as:

- *Western frontage to Epping Road of approximately 183 metres.*
- *Eastern frontage to Waterloo Road of approximately 7 metres.*
- *Southern frontage to Wicks Road of approximately 112 metres.*
- *Stands of trees are spread across the site, particularly along the site boundaries, and surrounding the former school building footprint.*
- *A child care centre on Lot 4 in DP 1046090 fronting Waterloo Road, which is currently in operation with vehicle access from the Waterloo Road slip-road.*
- *Part of the land on the south-western quadrant of the site is affected by an easement for the Epping- Chatswood Railway Tunnel below, which restricts development depth to RL 37.00 AHD.*
- *An easement for draining water and an electricity substation also affect the site.*
- *The site slopes from the highest point at the northern-western corner near the Epping Road frontage, with a maximum level of RL70.26 and the lowest point being at the south-eastern corner on Wicks Road with a minimum level of RL42.25.*

The site has been undeveloped since the closure of the Peter Board High School in 1998, with the exception of the existing childcare centre. Previously a staged DA was approved on the site (LDA2008/531) which included:

- 27,340sq.m commercial floor space
- 309 parking spaces,
- and construction of Road 3 and part of Road 11.

This DA has not proceeded and the site has been acquired by Masters. The Development Application also included a Voluntary Planning. The above consent has been surrendered and the VPA has been terminated.

Planning ProposalProposal

The proponents have identified that the purpose of the Planning Proposal is to include an additional land use by way of Schedule 1 of *Draft Ryde Local Environmental Plan 2014* (RLEP2014) to include ‘*hardware and building supplies*’ and ‘*garden centres*’ as additional permitted uses on the part of the site zoned B7 Business Park. This would support the future development of the western part of the

ITEM 5 (continued)

site for a Masters home improvement store. It should be noted that the proposed use is currently permissible on the B3 Zoned part of the site but not along the B7 Zoned area along Epping Road. The details of the zoning of the site are discussed in further detail later in this report.

It should be noted that the proponents have sought to amend the draft RLEP 2014. Should the the proposal be supported by Council, it is proposed for the amendment should also apply to the current and in force Ryde Local Environmental Plan 2010. This is as the current timing of the RLEP 2014 is not yet determined.

The proponent does not seek to amend the height, floor space or other controls as they apply to the subject site.

Objectives and Intended Outcomes

The applicant identifies the primary objective of the Planning Proposal as follows:

The intended outcome of the requested rezoning is to provide a more flexible application of the permissible land uses across the site, and expand the part of the site which 'hardware and building supplies' and 'garden centres' are permissible uses.

The key aim of the requested Planning Proposal is to obtain the necessary rezoning of the subject site by amending the provisions of Draft RLEP 2013 to facilitate development of a Masters home improvement store on the part of the site fronting Epping Road. The Masters home improvement store will include retailing of home improvement products, hardware and building supplies, garden supplies, plants and landscaping materials with a total floor area of approximately 13,500sq.m.

The objectives of the requested rezoning include:

- *Improving the efficient use of land within the Macquarie Park Corridor through supporting land uses where they will most benefit from the site location and surrounding context.*
- *Improve infrastructure servicing within the large-scale allotments within Macquarie Park Corridor by supporting land uses aligned to market demand to fund the delivery of key infrastructure required to improve accessibility and serviceability of all land within the site and surrounding properties.*
- *Providing land to support the delivery of a home improvement store in a key location which is commercially viable for Masters, and will provide sufficient land to meet the existing shortfall of sites within the Ryde LGA to support a Masters home improvement store.*

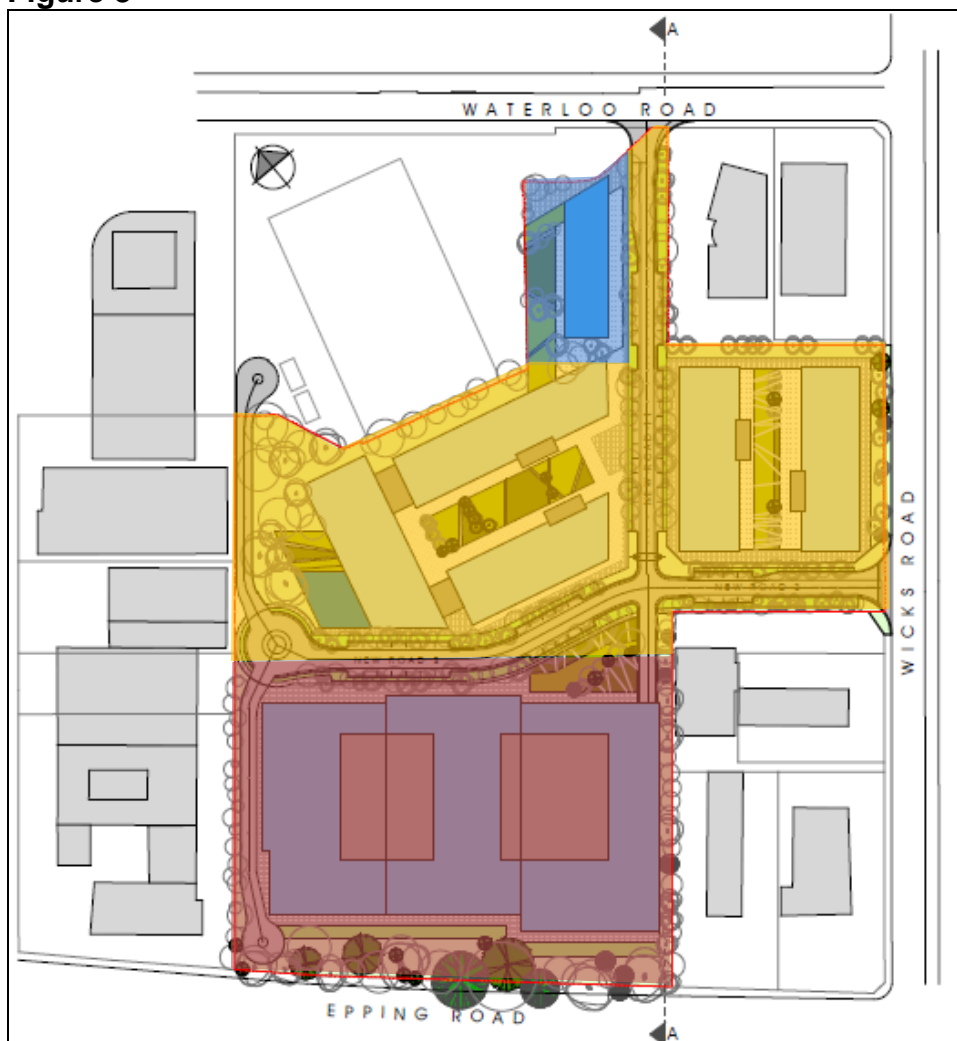
ITEM 5 (continued)

- *Locate intensive employment generating uses on the eastern part of the site adjacent to Waterloo Road with high accessibility and walkability to existing transport infrastructure including the Macquarie Park Railway Station and key local and regional bus routes.*
- *Redistribute the permissibly uses across the site to respond to market interest and commercial viability of land uses on site. (page 20 Urbis Planning Proposal Report)*

The Planning Proposal is accompanied by an indicative Concept Scheme, the purpose of which is to identify potential opportunities associated with the redevelopment of the site. It should be noted that this is not the final proposal for the site but simply an indicative scheme demonstrating one development outcome.

The scheme can be found at **Figure 3**.

Figure 3



Source: Urbis Planning Proposal Report, with amendments

ITEM 5 (continued)

The Concept Scheme includes:

- A Masters building along Epping Road (marked in red above),
- Retention of childcare centre along Waterloo Road (marked in blue above)
- Commercial buildings, roads and other ancillary development (marked in orange above)

It should be noted that the above is only a concept scheme and that the proposal only seeks to amend the planning controls to allow for '*hardware and building supplies*' and '*garden centres*'. Any future built form or use of the site would need to be subject to a separate Development Application at a later stage and could vary from the above.

Proposed Amendments to LEP 2014 and LEP 2010

The Planning Proposal seeks to include a Schedule 1 Additional Permitted Land Use into both the LEP 2010 and LEP 2014 as follows:

Use of certain land at 144 Wicks Road North Ryde

- (1) *This clause applies to land at 144 Wicks Road North Ryde (fronting wicks road and Epping Road), being Lot 21 in DP 1101233.*
- (2) *Development for the purposes of 'hardware and building supplies' and 'garden centres' is permitted with consent*

It should be noted that the above does not include 16-18 Waterloo Road, Macquarie Park as this portion of the site is zoned B3 Commercial Core, in which '*hardware and building supplies*' and '*garden centres*' are permissible as a form of *retail premises*. See Figure 1 above for identification of the individual sites and the subsequent sections of this report for details on zoning and locations.

The above terms are defined as follows:

garden centre means a building or place the principal purpose of which is the retail sale of plants and landscaping and gardening supplies and equipment. It may, if ancillary to the principal purpose for which the building or place is used, include a restaurant or cafe and the sale of any the following:

- (a) *outdoor furniture and furnishings, barbecues, shading and awnings, pools, spas and associated supplies, and items associated with the construction and maintenance of outdoor areas,*
- (b) *pets and pet supplies,*
- (c) *fresh produce*

ITEM 5 (continued)

hardware and building supplies means a building or place the principal purpose of which is the sale or hire of goods or materials, such as household fixtures, timber, tools, paint, wallpaper, plumbing supplies and the like, that are used in the construction and maintenance of buildings and adjacent outdoor areas.

retail premises means a building or place used for the purpose of selling items by retail, or hiring or displaying items for the purpose of selling them or hiring them out, whether the items are goods or materials (or whether also sold by wholesale), and includes any of the following;

- (a) bulky goods premises,
- (b) cellar door premises,
- (c) food and drink premises,
- (d) garden centres,
- (e) hardware and building supplies,
- (f) kiosks,
- (g) landscaping material supplies,
- (h) markets,
- (i) plant nurseries,
- (j) roadside stalls,
- (k) rural supplies,
- (l) shops,
- (m) timber yards,
- (n) vehicle sales or hire premises,

but does not include highway service centres, service stations, industrial retail outlets or restricted premises.

It should be noted that *retail premises* are a type of *commercial premises* and are permissible wherever a *commercial premises* is.

Planning Justification

The applicant has provided detailed planning reasons for the justification of the planning proposal in Section 6 – Part 4 – Justification for the Planning Proposal commencing at page 22 in the attached report.

In summary, the applicant provides the following key points for justification of the planning proposal:

- A garden centre or *hardware and building supplies* would be permissible on the B3 Zone affected part of the site.
- NSW Planning and Infrastructure previously provided an opinion that *hardware and building supplies* are a suitable land use within the B7 Business Park zone as it would promote appropriate development in the zone. Whilst this was

ITEM 5 (continued)

specific to a business park zone in Pymble, this is considered to also apply to Macquarie Park. A copy of this opinion has been provided as **Attachment 6**.

- There is currently an undersupply of *Hardware and Building Supplies* in the LGA and a lack of land which could accommodate this type of land use and development.
- Will not unduly reduce the current supply of land to meet employment targets
- Will result in complimentary and compatible built form and land use

A number of reports and ancillary documentation have been provided in support of the Planning Proposal and are as follows:

- *Indicative Site Scheme*
- *Traffic Report and Supplementary Traffic Report*
- *Economic Impact Statement*
- *Flora and Fauna Assessment*
- *DPI Letter to Ku-Ring-Gai Council regarding inclusion of land use in B7 Business Park Zone*
- *Plans Showing the Epping to Chatswood Rail Link Zone of Influence*

ContextImmediate Context

The site is located within the Macquarie Park Corridor. The surroundings sites are characterised by commercial office and light industrial developments with the exception of land at 18 Waterloo Road, Macquarie Park which used by the Ryde Hunters Hill District Hockey Club. It should be noted that this site is owned by the Office of Communities, Sport and Recreation and is not affected by this proposal.

Generally, Macquarie Park is characterised by campus-style developments which is the general type of surrounding developments.

It should be noted that the subject site is in close proximity to the North Ryde Station Precinct and Council recently refused planning proposals at 269-271 Lane Cove Road, Macquarie Park and 111 Wicks Road, 29 Epping Road, 31-35 Epping Road Macquarie Park which both sought to allow residential land use within Macquarie Park. These applications were considered by Council on 8 April 2014 and 22 April 2014 respectively. These are shown in **Figure 4** below.

ITEM 5 (continued)

Figure 4



Source: Urbis Planning Proposal, page 10 with amendments.

Broader Context

The site is located within the Macquarie Park Corridor which is located in the northwest of Sydney, approximately 12 kilometres from the Sydney CBD and 2 kilometres from Epping. It is a 7.5km² employment centre located equidistant from the CBD of Sydney and Parramatta respectively.

The corridor comprises an area of land generally bound by the M2 Motorway and Delhi Road on the northeast, Epping Road and the Lane Cove River on the southwest, and Macquarie University. On the southern side of Epping Road, the corridor is adjoined by low density residential development.

ITEM 5 (continued)

More than 800,000m² of the corridor is commercially zoned comprising a mix of B3 Commercial Core, B4 Mixed Use and B7 Business Park.

Macquarie Park is the location of many of Australia's leading companies including Optus and Foxtel, and plays a strategic role in this economy. It is a specialised centre offering a range of commercial research activities in the areas of information technology, telecommunications, pharmaceuticals, medicine, health and education. The corridor has developed into a major employment centre in the past 30 years. Key assets within the Corridor include:

- Macquarie University and Hospital;
- Macquarie Shopping Centre;
- Three (3) rail stations on the Epping Chatswood Rail link;
- Home to several leading Australian and international companies; and
- Adjacent to the Lane Cove River National Park.

This region accounts for the majority of Sydney's global orientated commercial businesses and over 10% of gross domestic product. Employment within The Corridor exceeds 39,000 jobs, with over 30,000 students attending Macquarie University.

Under the existing strategic framework, the corridor is part of the Global Economic Corridor, a broad area of economic activity stretching from Port Botany and Sydney Airport, through the Sydney CBD, North Sydney, St Leonards to Parramatta.

PricewaterhouseCoopers in a report released in March 2014 titled *Australia uncovered - A new lens for understanding our evolving economy* identifies Macquarie Park as one of the top 10 locations nationally in terms of total contribution (economic output) to Australia's economy in the financial year 2012/2013. (Source: PwC *Australia uncovered - A new lens for understanding our evolving economy March 2014*).

The report states "*Growth within cities is highly varied. A spatially aware analysis of economic output reveals a patchwork of locations within cities that drive economic output and productivity growth and those where growth has slowed or is even declining*". (Exert: PwC *Australia uncovered - A new lens for understanding our evolving economy March 2014* - pg 10).

The report identifies Macquarie Park Corridor as having a growth rate of 6.8%. (source PwC *Australia uncovered March 2014* pg 11). This is significantly higher than the growth rate in North Sydney (0.2%), Parramatta (1.6%) and Haymarket (1.1%).

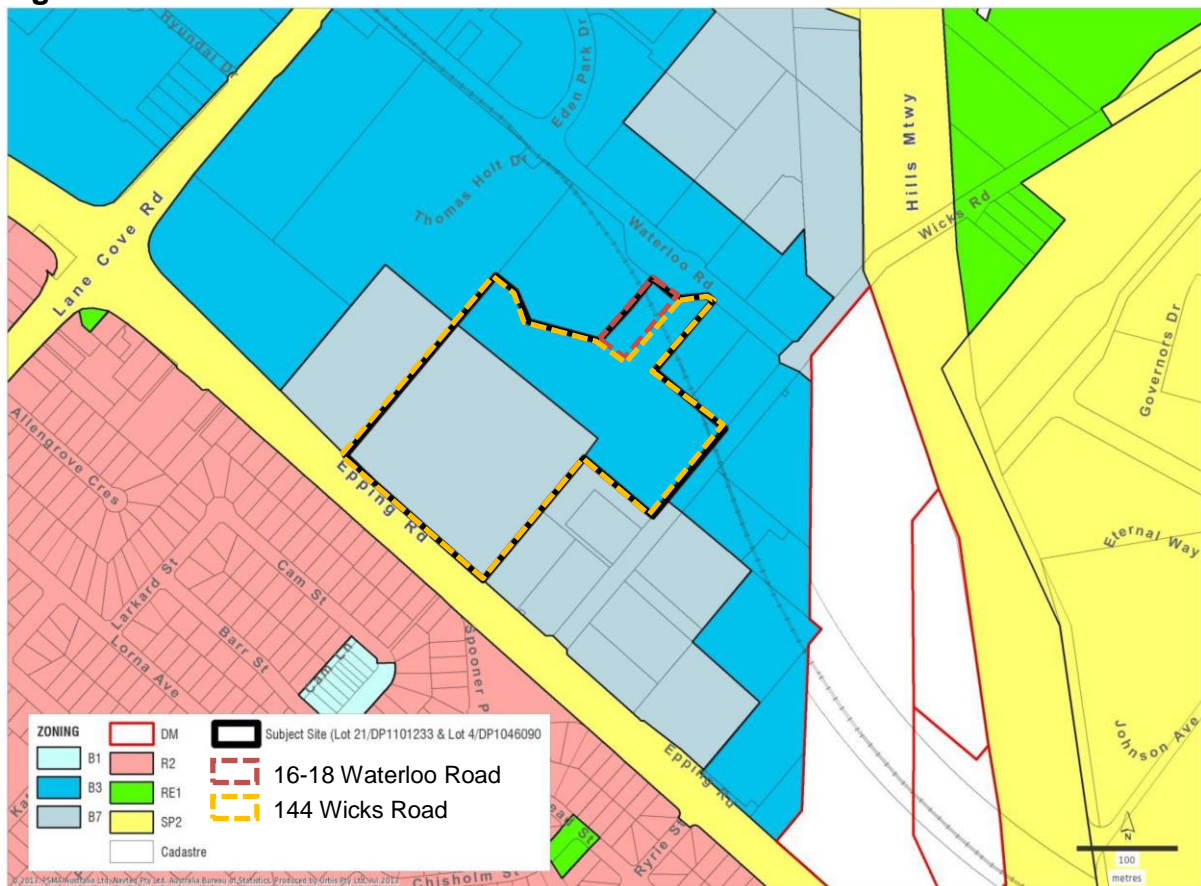
ITEM 5 (continued)

Current Planning Controls

Zoning and Land Use

The subject site is zoned B3 Commercial Core and B7 Business Park under the Ryde LEP 2010 and Draft Ryde LEP 2014. An extract of the zoning map is provided at **Figure 5**.

Figure 5



Source: Urbis Planning Proposal, with amendments.

The B3 Commercial Core Zone objectives contained within RLEP 2014 are as follows:

- *To provide a wide range of retail, business, office, entertainment, community and other suitable land uses that serve the needs of the local and wider community.*
- *To encourage appropriate employment opportunities in accessible locations.*
- *To maximise public transport patronage and encourage walking and cycling.*

ITEM 5 (continued)

Within the B3 Commercial Core, the following land uses are permitted with development consent (all other uses being prohibited):

Building identification signs; Business identification signs; Child care centres; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Hotel or motel accommodation; Industrial retail outlets; Information and education facilities; Light industries; Medical centres; Passenger transport facilities; Recreation areas; Recreation facilities (indoor); Registered clubs; Respite day care centres; Restricted premises; Roads; Self-storage units; Serviced apartments; Warehouse or distribution centres

As identified previously, *garden supplies* and *hardware and timber building supplies* are a type of *retail premises*, which forms part of the wider group definition of *commercial premises* which are permissible.

The B7 Business Park Zone objectives within RLEP 2014 are as follows:

- *To provide a range of office and light industrial uses.*
- *To encourage employment opportunities.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of workers in the area.*
- *To encourage industries involved in research and development.*

In the B7 Business Park zone the following land uses are permitted with development consent (all other uses being prohibited):

Building identification signs; Business identification signs; Business premises; Child care centres; Educational establishments; Function centres; Industrial retail outlets; Light industries; Neighbourhood shops; Office premises; Passenger transport facilities; Recreation areas; Registered clubs; Research stations; Respite day care centres; Restaurants or cafes; Roads; Warehouse or distribution centres

Given that the above permitted uses do not include *commercial premises* or *retail premises*, on the B7 Business Park portion of the site *garden supplies* and *hardware and timber building supplies* are not permissible.

It should be noted that prior to the application of RLEP 2010, the site was zoned 3(f) Business and 3(g) Business Special (employment). The 3(f) zoning coincides with the B7 Business Park portion of the site and the 3(g) zoning with the B3 Commercial Core portion. Generally, the proposed uses would not have been permissible within these zones.

ITEM 5 (continued)

In regards to zoning and land uses, it should be noted that in close proximity to the subject site to the south east along Epping Road there are a variety of retailing uses. These uses include:

- Officeworks (within B7 Business Park), and
- Domayne /Harvey Norman (within B3 Commercial Core).

The proponents have argued that the proposed land uses are in keeping with the above land uses. This is considered later in this report. The proponents have provided the following with regards to the justification for the use of the non-permissible part of the site for the Masters development:

The frontage to Epping Road is a key locational feature for large-format retail, such as Masters. It provides strong streetscape exposure and attracts customers from passing traffic. This is a site feature not as highly valued by commercial office developments. Conversely Waterloo Road provides high walkability to the Macquarie Park Railway Station and bus stops. These features are more highly valued by commercial office developments and retail operators who service the local working community.

Through providing greater flexibility of permissible land uses across the site, the initial critical stage of investment into the redevelopment of the site can be instigated by Masters by occupying the well exposed location fronting Epping Road, while creating new allotments to support future commercial redevelopment within the B3 Commercial Core zone which will maximise the benefit of its proximity to key public transport infrastructure.
(Urbis Planning Proposal Report, page 22)

Furthermore it is noted that the provision of the Masters buildings along Epping Road and leaving the portion of the site along Wicks and Waterloo Roads for commercial is likely to result in a better streetscape outcome. This is of particular importance given that Council is seeking to ensure Waterloo Road becomes the central spine of Macquarie Park.

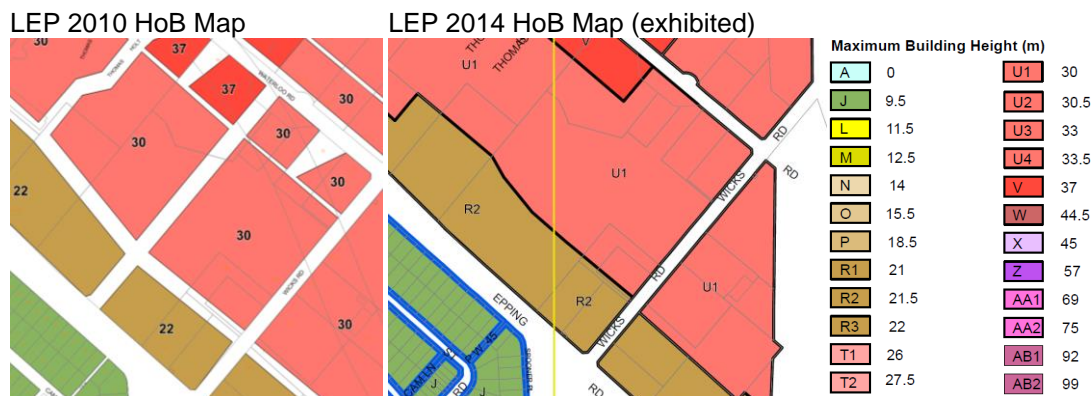
Building Height

The applicable building height controls under the Ryde LEP 2010 are 30m in the B3 Commercial Core portion of the site and 22m for the B7 Business Park portion.

Figure 6 illustrates the relevant height controls of the subject site and surrounding sites.

ITEM 5 (continued)

Figure 6

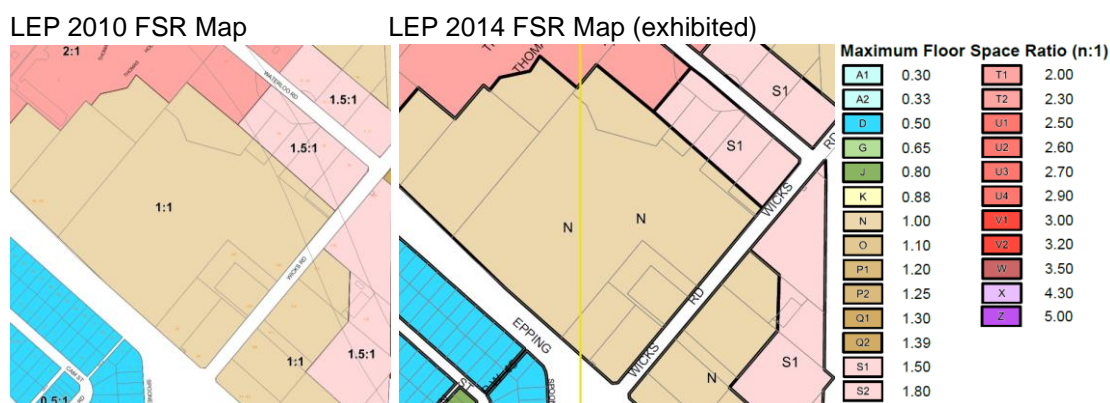


As identified above it should be noted that the heights remain generally the same under RLEP 2014. However there is an increase under Amendment 1 as detailed later in this report.

Floor Space Ratio

The relevant floor space ratio for the site under LEP 2010 is a combination of 3:1 along Waterloo Road and 2:1 for the remainder of the site. Under Draft LEP 2014, the FSR remains the same. These FSRs are provided at **Figure 7**.

Figure 7



Draft Ryde LEP 2014 (Amendment No. 1)

The Planning Proposal for LEP 2014 (Amendment 1) was exhibited from the 12 June 2013 to 19 July 2013.

The amendment proposes to include:

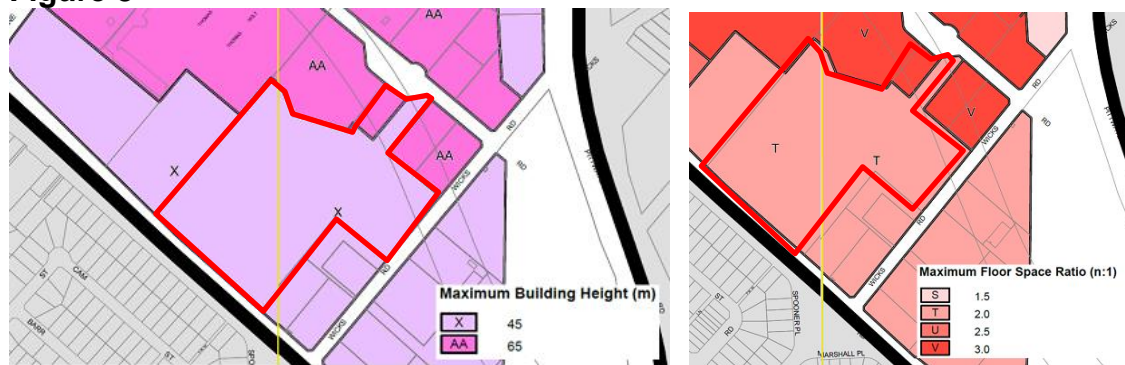
- Deferred provisions for increased FSR and building height controls to become available for development upon entering into a VPA with Council to provide key infrastructure - roads and open space; and

ITEM 5 (continued)

- Introduction of new maps with highest FSR and heights concentrated along Waterloo Road with lowest FSR and heights located towards the perimeter of the Macquarie Park Corridor.

Figure 8 illustrates the potential height and FSR available to the site under the new incentive scheme. This amendment was publicly exhibited in June/July 2013 and was adopted by Council on the 22 October 2013. The plan is currently with NSW Planning and Infrastructure for processing prior to gazettal.

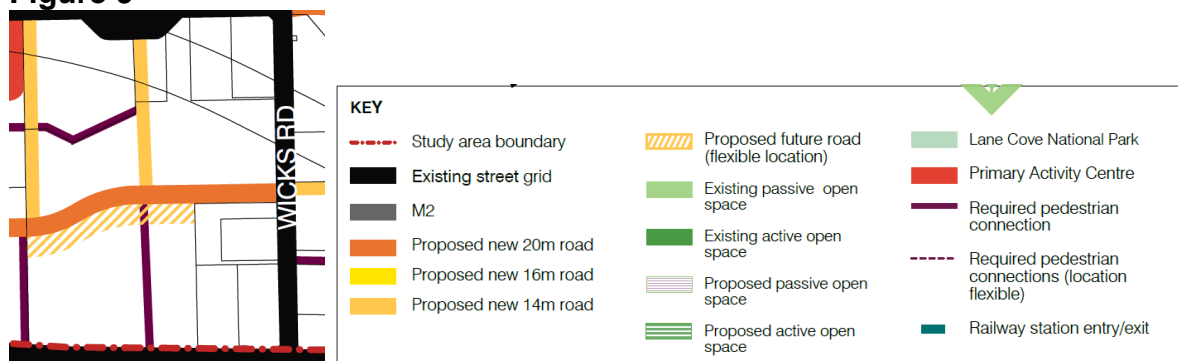
Figure 8



These controls are subject to meeting VPA requirements and envisage development of the site to 65m and to a FSR of 3:1. The controls proposed do not alter the range of permitted uses.

Amendment 1 also includes a revised open space and street network. Extracts from Amendment 1 are provided at **Figure 9**.

Figure 9



From the above it can be seen that the site must provide the following:

- Two 14m Road extending from the 20m central road to Waterloo Road,
- A 20m Road extending through the central portion of the site, and
- Two Pedestrian connections running from the central 20m road to Epping Road.

ITEM 5 (continued)

It should be noted that the pedestrian connection between the two 14m roads is located on the adjoining property and not on the subject site. There are no open space provisions for the subject site.

The planning proposal has been submitted with an indicative concept scheme which identifies the proposed location of roads and open space areas. The Concept Scheme is provided below at **Figure 10**.

Figure 10



Generally, the proposed scheme achieves compliance with the intended controls with the exception of the eastern most pedestrian pathway and the eastern most 14m road. In this respect, it is considered that this would need to be subject to detailed assessment as part of any forthcoming development application.

It is noted however that the location of the eastern most 14m road could be problematic in the proposed location due to an existing drop off area on Waterloo Road, shown in red on **Figure 11** below. This area was originally for the use of the Peter Board High School. Should the proposed road be delivered in the location shown on the submitted concept plan, this may result in unacceptable traffic / access issues.

ITEM 5 (continued)

Under the proposed controls contained within Amendment 1, the new 14m road is shown over the existing childcare centre (16-18 Waterloo Road) and would potentially reduce traffic / access issues in comparison with the proposed scheme. However the proposed location nominated in Amendment 1 would require the demolition / removal of the childcare centre.

Figure 11



The proposal also fails to provide the eastern most pedestrian link but this could be potentially accommodated with amendments to the building footprints and would need to be subject to further review.

Whilst the above are areas of concern that should be resolved prior to the determination of the Planning Proposal, these matters are relatively minor in the context of the land use amendments proposed. As such, should the planning proposal be determined by way of support by Council, it is recommended that further discussions on this matter take place with the applicant.

This could occur concurrently with the community consultation stage of the planning proposal as the concept plan is intended to demonstrate the potential ramifications of the planning proposal and does not form part of the planning proposal.

ITEM 5 (continued)

It is also stressed that that any location of roads, buildings, footpaths or similar would need to be subject to a detailed Development Application lodged with Council. It would also need to adequately address the issues with access and traffic.

Ryde Development Control Plan 2010 and Draft DCP 2013

Part 4.5 Macquarie Park Corridor of the Ryde DCP 2010 and Draft Ryde DCP 2013 contain detailed provisions which set the framework for the future development of Macquarie Park. The DCP provisions note that the controls are based broadly on the objectives and development principles contained in the Macquarie Park Corridor, North Ryde Master Plan, adopted by Council in 2004. The future outcomes for Macquarie Park Corridor contained within this Master Plan continue to be relevant and form the basis of the current and proposed planning controls for the corridor.

The broad structure plan for the Macquarie Park Network is contained within the Development Control Plan and details a proposed Street Network, Open Space Network and Built Form Network. It should be noted that this DCP will be superseded by the Macquarie Park Planning Proposal (amendment 1), which significantly rationalises and amends the streets, open space and built form as identified above.

Strategic Context

The strategic planning framework for this Planning Proposal is found in the following key documents:

- Metropolitan Plan 2036 for Sydney and the Draft Metropolitan Strategy for Sydney 2031;
- Inner North Subregion and Draft Subregional Strategy
- City of Ryde Local Planning Study; and
- Macquarie Park Corridor – General Background Studies

Macquarie Park Corridor – General Background Studies

The Council policy position regarding the Macquarie Park Corridor has been informed by a range of studies and included in more recent years:

- Allen Jack and Cottier Urban Design based Macquarie Park DCP 2008;
- Aspect Studios Macquarie Park Urban Design Manual 2008;
- Aspect Studios Open Space Network Structure Plan;
- Space Syntax Movement Study 2010;
- Macquarie Park Parking Study (2009) , ARUP;
- Bitzios Macquarie Park Transport Management Plan;
- Stephen Collier Road Network Structure Plan;
- Hill PDA Opinion on the Value of Incentive Floor Space, 17 September 2007;
- City of Ryde Infrastructure Cost Study 2010; and
- Drew Bewscher and Associates Macquarie Park Flood Management Plan.

ITEM 5 (continued)

Previous studies that have informed the direction of the Macquarie Park Corridor also include:

- Macquarie Park Growth Model;
- Macquarie Park Pedestrian Movement Study 2009;
- Macquarie Park Public Domain Technical Manual 2008;
- Macquarie Park Traffic Study – Final Report 2008;
- Macquarie Park Corridor Master Plan;
- Macquarie Park Transport Management and Accessibility plan; and
- Macquarie Park Structure Plan 2002.
- Ryde Integrated Open Space Plan

Assessment of Planning ProposalAdequacy of Documentation

The documentation as submitted is satisfactory and addresses all necessary requirements.

Assessment of Need for the Planning Proposal

Is this planning proposal the result of any strategic study or report?

The proponents have stated that *'the requested rezoning and associated Planning Proposal is not the result of any strategic studies or reports. However, the proposal responds to... strategic planning issues and government policy directions.'*(pg 22 Urbis Planning Proposal).

Notwithstanding the above, it is considered that the planning proposal in itself forms a strategic study that examines the subject site and details whether the proposed land use amendment is appropriate. As identified elsewhere in this report, it is considered that the planning proposal generally is in keeping with the intended outcomes for Macquarie Park and is likely to result in buildings and land uses that are in keeping with the vision of Macquarie Park and the objectives of the applicable zones.

With regards to the addition of *garden supplies* and *hardware and timber building supplies* within the B7 Business Park zone, it is considered that proposed land uses are compatible with others that are permissible with the zone.

The applicant has provided justifications for the planning proposal that should be considered and addressed. The key justifications and their assessment is detailed below.

Justification: *A garden centre or hardware and building supplies would be permissible on the B3 Zone affected part of the site.*

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Assessment: The total portion of the site that is zoned B3 Commercial Core is approximately 27,993m². The portion of the site that is zoned B7 Business Park is approximately 30,576m². Part of the proponents justification is premised on part of the site still being potential utilised for commercial development following the development of the Masters should the planning proposal be approved. There is no guarantee that this will occur.

However, the applicant has provided plans demonstrating that this is one potential outcome for the site. A key concern for the loss of land purely for employment generating land uses as currently permitted on the B7 Business Park portion is the ramifications that this could have on the employment generation. In this respect, the total potential floor space yield for the B7 Business Park portion of the site is 30,576m² (FSR of 1:1 under Amendment 1), which would equate to approximately 2038 employees based on an open office or 1223 in a conventional office (assumed 1 employee per 15m² for open office and 1 per 25m² for a conventional office). Given that the site will provide for an approximate 150 full time equivalent jobs, this represents a drop in total employment figures of 1073 or 1888 potential employees.

However, it should be noted that the submitted concept scheme does not seek to replace or remove all employment generating capacity from the subject site but seeks to include a shift from office to retail. The concept scheme demonstrates that a total GFA of approximately 75,894m² could be achieved on the remainder of the site under Amendment 1.

It should be noted that this planning proposal is differentiated from previous planning proposals seeking to deliver residential land uses in that they present a specific shift away from employment / commercial premises focused land uses. Whilst this planning proposal may potentially reduce the total employment generating potential on the subject site by a maximum of 1888, the land use itself is still compatible with other surrounding employment land uses as it is ultimately a *commercial premises*. Furthermore, it is unlikely to result in further reduction of employment land uses in the sites immediate surrounds through residential creep or reduced desirability of adjoining lots for commercial development.

Additionally, the proposed land use is one that could be considered desirable for the needs of the wider community and is best provided within Macquarie Park rather than other town centres where it would be permissible due to the potential impacts on surrounding residential areas. In this respect, the proposed type of development is one better suited to a Business Park type location rather than an urban centre.

Justification: NSW Planning and Infrastructure previously provided an opinion that *hardware and building supplies* are a suitable land use within the B7 Business Park zone as it would promote appropriate development in the zone.

Assessment: It should be noted that this particular letter relates to the Pymble Business Park. However, the points raised in this particular letter are still relevant in that it has determined that the *garden supplies* and *hardware and timber building*

ITEM 5 (continued)

supplies and resultant built form is compatible with surrounding land uses and built form. A copy of the letter has been provided as **Attachment 6**.

The particular type of building form to result from a *garden supplies* and *hardware and timber building supplies* are generally continuous large floor plate type retailers such as Bunnings or Masters. These types of retailers and built forms are more appropriate within Business Park locations rather than urban town centres where the allotment size and building types are of a different type and nature.

Notwithstanding the submitted concept scheme, it is proposed that any subsequent development application would be subject to the same development controls as any other alternate uses on the subject site. This will ensure that any resultant built form is in keeping with the character of the surrounding area.

It is considered that the current development controls should continue to apply in order to ensure a built form commensurate with that surrounding the site and future developments in the area.

Justification: There is currently an undersupply of *Hardware and Building Supplies* in the LGA and a lack of land which could accommodate this type of land use and development.

Assessment: The applicants have submitted an Economic Impact Assessment (EIA) that provides an analysis of the demand for hardware and home improvement floor space in 2011 was 22,400m² and that it is anticipated to reach 39,300m² by 2031. It is noted that Council is currently progressing a rezoning application for land at 461-495 Victoria Road, Gladesville that will be anticipated to deliver a total of 38,340m² floor space with an anticipated quantum of 15,255m² for similar land uses. The remainder of the floor space is anticipated as bulky goods and general commercial premises.

The key findings of the EIA are provided within the executive summary on pages 6-7 of the EIA which is **CIRCULATED UNDER SEPARATE COVER**. In summary, the EIA has identified the following key points:

- There is a demand in the area for large format hardware operations.
- A Masters development would serve a Main Trade Area (the Primary and Secondary Trade Areas combined) of approximately 340,000 people in 2011. This population is projected to increase to 406,000 by 2031. This area includes Ryde LGA and a small part of Ku-ring-gai, Epping and Eastwood.
- Residents in Ryde LGA have experienced diminished access to hardware related floorspace in the LGA over the past few years as the former BBC, Hudson and Complete hardware stores in Eastwood have closed.

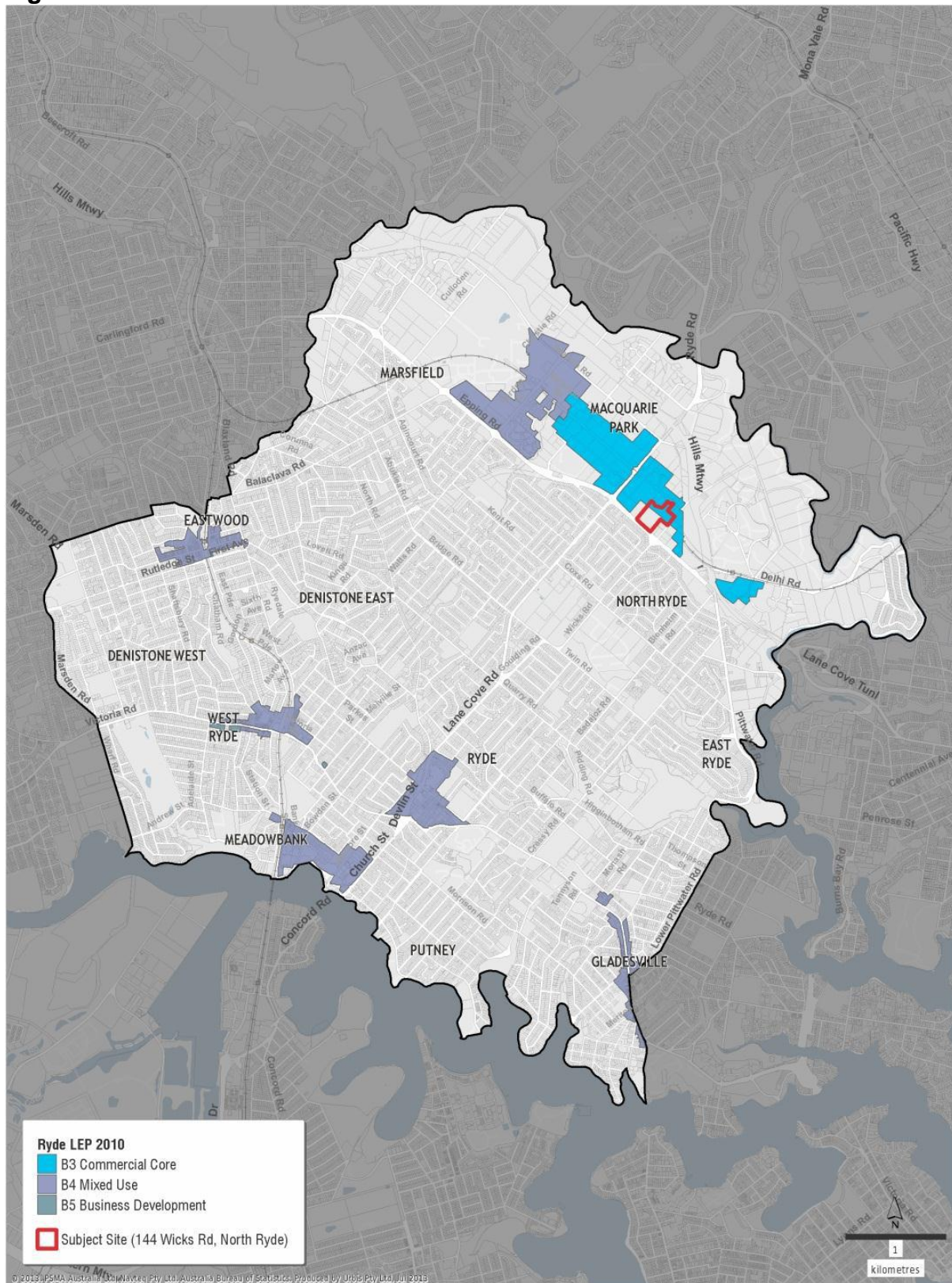
ITEM 5 (continued)

- In 2011 the Main Trade Area had an undersupply of hardware and home improvement floorspace of 22,400sqm GLA. By 2031 that level is expected to increase to 39,300sqm;
- There is significant unmet demand for additional hardware floorspace in the Main Trade Area which the proposal would assist in addressing.
- Masters would derive the majority of its trade (an estimated 75%) from residents living in the Primary Trade Area who must currently travel outside of it to other destinations in order to access large format hardware floorspace due to a lack of proximate facilities.
- Masters would compete predominately with large hardware suppliers and trade-related operators located in industrial precincts.
- The Masters home improvement centre will be a destination with a much larger regional trade areas would perform a different role. Because of these differences, the proposal would not threaten the vitality or viability of any existing centres;
- The proposal is justified on demand growth alone and in the context of significant floorspace undersupply. Any trading impacts on existing businesses would be short-term only and mitigated by demand growth.
- Existing hardware businesses in centres are small, not anchors and make a limited contribution towards the performance of centres. Adverse trading impacts on individual retailers are a matter of competition only and not a relevant consideration to economic impact;
- The City of Ryde Local Government Area (LGA) has more than sufficient land zoned to accommodate commercial office land demand forecasts over the period to 2036. The proposed increase in FSR and height in Macquarie Park will further increase capacity. As such, the use of this site for hardware and building supply sales would not jeopardise the potential of the LGA to meet future commercial office demand;
- As the zoning of the site would not change and given the relatively low construction costs of a Masters home improvement centre comparative to commercial office floorspace, the Subject Site could revert to commercial office uses in the future should there be sufficient demand. The proposal does not preclude use of the Subject Site for commercial office uses in long-term;

The applicants evidence has been reviewed by Council staff and appears to be factually correct. However it should be noted that Economic Assessments are a particular skillset not available within Council. Given the shortfall of these land uses, it is logical that these types of land uses are best located in areas that are likely to have an acceptable impact upon adjoining land uses. In this respect, the primary trade hours for *hardware and building supplies* is likely to be weekends and evenings. **Figure 12** identifies where the other possible locations for the proposed land use are within the Local Government Area.

ITEM 5 (continued)

Figure 12



Source: Urbis Planning Proposal page 25

ITEM 5 (continued)

With the exception of Macquarie Park, all other areas are in town centres and in close proximity to low density residential areas that may be impacted by such a development. These potential impacts include:

- Worsened traffic on surrounding residential local streets
- Result in a poor presentation to the streets, impacting upon the urban form and nature of town centres
- Result in buildings of an inappropriate scale with adjoining and adjacent properties
- Impact on viability of 'main streets' within the town centres and small scale retail located along these streets
- Use of large sites within town centres that could be better used for commercial / office / mixed use development that adds to the viability and life of the centre.
- Reduction in employment generation of other sites within the LGA that have long term and further reaching impacts than the subject site.

It should be noted that under the RLEP 2014, hardware retailing will be permissible on IN2 Light Industrial land. It is noted that the community have expressed significant concerns regarding the proposed development at 461-495 Victoria Road, Gladesville for a similar use predicated predominantly on traffic grounds. This matter is the subject of further investigation including the development of a detailed Traffic Model to analyse the impacts on traffic within the region. It is not proposed to undertake a similar exercise for the subject planning proposal in light of:

- the subject sites location within Macquarie Park,
- the likely contrary traffic flows to peak traffic,
- the Traffic Reports submitted by the applicant to date, and
- that any forthcoming Development Application would need to be accompanied by detailed Traffic Assessments detailing impacts of the proposed development quantum on surrounding street networks.

Justification: Will not unduly reduce the current supply of land to meet employment targets.

Assessment: As identified previously, the reduction of employment generating land uses is considered acceptable due to the complimentary nature of the proposed land use.

ITEM 5 (continued)

Justification: Will result in a complimentary and compatible built form and land use

Assessment: As identified previously, the proposed land use is considered to be complementary and compatible with surrounding land uses. This is due to the business park type nature of the campus style developments envisaged by Councils planning controls. In this respect, it is proposed that the development would need to be subject to the same Development Control Plan that would apply to any future development on the site. The planning proposal does not seek to incorporate or include a site specific Development Control Plan.

Is the planning proposal the best means of achieving the objective, or is there a better way?

The subject portion of the site is currently zoned B7 Business Park and the principle purpose of a Masters home improvement store, being *hardware and building supplies* is prohibited in the zone. 'Garden centre' is also a prohibited use under the B7 zone. Accordingly, an amendment to the Draft RLEP 2013 is required to accommodate a Masters home improvement store on the subject site.

It should be noted that whilst the RLEP 2014 is currently with the Department of Planning and Environment awaiting gazettal, this plan is to far progressed for an amendment to be made without a standalone planning proposal that is processed independently.

The only other alternatives are for the applicant to find an alternate site. As identified previously, there do not appear to be any significant justifications issues with the proposed land use on the subject site, subject to further detailed assessment as part of a Development Application. Furthermore it is noted that the proposed land use is already permissible on the B3 Commercial Core portion of the site.

Is the planning proposal consistent with the objectives and actions of the applicable regional or sub-regional strategy (including the Sydney Metropolitan Strategy and exhibited draft strategies)?

Metropolitan Plan 2036 and Draft Metropolitan Strategy 2031

The direction of both these documents is very much about protection of Specialised Centres / Specialised Precincts. They perform vital economic and employment roles across the metropolitan area. The key strategic directions for the specialised centres, outlined at Appendix B of the Draft Metropolitan Strategy 2031 which is also a reflection of the position of the Metropolitan Plan 2036 are as follows:

- The primary significance of Specialised Precincts is as employment destinations and/or as the location of essential urban services.
- Specialised Precincts are areas containing major airports, ports, hospitals, universities and metropolitan business parks and office clusters that perform vital economic, research and employment roles across the metropolitan area.

ITEM 5 (continued)

- Have a minimum of 8,000 jobs, with the potential for more than 12,000 jobs
- Specialised Precincts have an amount of employment that is of metropolitan significance, but other uses in the Precinct are not necessarily at a scale currently of metropolitan significance.
- Over time, particular Specialised Precincts such as Sydney Olympic Park may assume a greater mix of residential, retail and service uses, and assume the role of a Major Centre. The emergence of these other uses in Specialised Precincts needs to be balanced to ensure the employment function is not compromised.
- The way Specialised Precincts interact with the rest of the city is complex and growth and change in and around them must be carefully planned to ensure they continue to serve their primary employment and economic development functions.
- Potential Specialised Precincts are areas which have the potential to become significant locations for concentrated employment growth. Potential Specialised Precincts would need to be located near existing public transport and/or be supported by public transport improvements. They would complement existing Specialised Precincts and Strategic Centres.
- Specialised functions must be protected for the long term and residential and other non-specialised but competing uses must not override the core employment activities in these precincts. Some, however, will plan for ancillary uses which are suitable, such as student or staff accommodation near universities and hospitals.
- Need high quality public places and parks for workers and nearby residents. (p. 104 Draft Metropolitan Strategy 2031)

In considering the above, the planning proposal does not contravene the above directions.

Draft Inner North Subregional Strategy

A key point of the subregional strategy is to ensure that Macquarie Park *'continues to evolve as Australia's leading technology park with jobs growth, further investment and improved public transport accessibility'*.

As identified previously, the proposal is considered to be complementary and compatible to the nature of Macquarie Park and its future growth and development. Furthermore, the proposed land use is already permissible within the corridor within all B3 Commercial Core zoned sites. The minor land use zoning change proposed is considered acceptable.

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Is the planning proposal consistent with a council's local strategy or other local strategic plan?

The only applicable local strategy is the Local Planning Study 2010. In this respect, the relevant sections are the Centres and Corridors Study and the Employment Study.

Centres and Corridors Study:

The stated vision / desired future character is:

Macquarie Park will mature into a premium location for globally competitive businesses with strong links to the university and research institutions and an enhanced sense of identity

The corridor will be characterised by a high quality, well designed, safe and liveable environment that reflects the natural setting with three accessible and vibrant railway station areas providing focal points.

Residential and business areas will be better integrated and an improved lifestyle will be forged for all those who, live work and study in the area.

The proposed additional land use will not contradict the above vision.

The desired future character for Epping Road Corridor is:

- *A significant commuter corridor*
- *Define the edge to the Macquarie Park Corridor – an employment, education, retail, recreation and residential centre*
- *Permeable for Ryde residential communities. It will be safely and easily traversed and provide convenient access to jobs, public transport, services, facilities and amenities in Macquarie Park*
- *Noted for significant 'green spaces' along Terry's Creek and Shrimpton's Creek*

The proposed additional land use will not contradict the above desired future character.

Employment Study

The proposed reduction in employment capacity will not prevent Macquarie Park from achieving the employment targets detailed within the employment study in response to the Metropolitan Strategy.

ITEM 5 (continued)

Is the planning proposal consistent with applicable State Environmental Planning Policies?

Generally the proposal does not contradict any applicable State Environmental Planning Policies, subject to further detailed assessment at the Development Application stage and the associated detailed information required at this stage.

Is the planning proposal consistent with applicable Ministerial Directions (s.117 directions)?

The applicable Section 117 directions are detailed below.

Direction	Assessment
1.1 Business and Industrial Zones Objectives <i>(1) The objectives of this direction are to:</i> <i>(a) encourage employment growth in suitable locations,</i> <i>(b) protect employment land in business and industrial zones, and</i> <i>(c) support the viability of identified strategic centres.</i>	<p>The proposed land use addition does not seek to erode or reduce the total employment land in the business zone. Whilst the proposal will result in a loss of potential employment generation on the site of 1,888 employees but the proposed land use is considered complementary and compatible the strategic intent of Macquarie Park and the land uses and built form contained within it.</p> <p>As such, it is considered that the proposal satisfies this direction.</p>
3.4 Integrated Land Use and transport Objectives <i>(1) The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:</i> <i>(a) improving access to housing, jobs and services by walking, cycling and public transport, and</i> <i>(b) increasing the choice of available transport and reducing dependence on cars, and</i> <i>(c) reducing travel demand including the number of</i>	<p>It is considered that the proposed additional land use does not contradict this direction.</p>

ITEM 5 (continued)

Direction	Assessment
trips generated by development and the distances travelled, especially by car, and (d) supporting the efficient and viable operation of public transport services, and (e) providing for the efficient movement of freight.	
6.1 Approval and Referral Requirements (1) <i>The objective of this direction is to ensure the LEP provisions encourage the efficient and appropriate assessment of development.</i>	The requested rezoning is consistent with Direction 6.1 as it is not designated development and does not require the concurrence.
6.2 Reserving Land for Public Purposes Objectives (a) <i>To facilitate the provision of public services and facilities by reserving land for public purposes, and</i> (b) <i>To facilitate the removal of reservations of land for public purposes where the land is no longer required for acquisition.</i>	The proposal does not seek to affect land zoned or reserved for a public purpose. The proposed public infrastructure currently applies under the existing planning controls, albeit in an amended form and will continue to apply to the site under the existing controls and Amendment 1.
6.3 Site Specific Provisions Objective (1) <i>The objective of this direction is to discourage unnecessarily restrictive site specific planning controls.</i>	Given that the proposal seeks to maintain the existing zoning and include a Schedule 1 land use addition, it is considered to be consistent with this direction.
7.1 Implementation of the Metropolitan Plan Objective (1) <i>The objective of this direction is to give legal effect to the vision, transport and land use strategy, policies, outcomes and actions contained in the Metropolitan Plan for Sydney 2036.</i>	As identified elsewhere in this report, it is considered that the proposal is generally consistent with Metropolitan Plan for Sydney 2036.

ITEM 5 (continued)Environmental, social and economic impact

Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

It is noted that the site contains some non-naturally occurring Sydney Turpentine Ironbark Forest, *Eucalyptus scoparia* (Wallangara White Gum), and *Eucalyptus nicholii* (Narrow-leaf Black Peppermint) on the site. The proponents have provided a Flora and Fauna Assessment that concludes the following:

Although there are some species consistent with the TSC Act listed Sydney Turpentine Ironbark Forest on site, it is likely that there have been planted and are not remnant native vegetation, and do not meet the criteria for the EEC.

Two threatened plant species were present on site. However, both of these species have been planted and occur well beyond their natural range, therefore, are considered managed vegetation and not remnant native vegetation.

The site may provide some foraging value to a number of threatened fauna species, however, due to the proximity to Lane Cove National Park significant foraging habitat exists nearby.

A qualified fauna ecologist should be required on site during any clearing activity to ensure any resident fauna are removed and relocated appropriately. Techniques such as soft fall tree removal will minimise fauna mortality.

It should be noted that should the planning proposal be supported, it will be subject to further detailed ecological investigations as part of a future Development Application.

Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

The most significant environmental effects resulting from the planning proposal are those relating to traffic and access. However the applicants have provided the following justification:

Traffic and Access

*A Traffic Report and further supplementary Traffic Report has been prepared by Colston Budd Hunt & Kafes (CBHK) (**Appendix B**) which considers the traffic, access and parking arrangements of a Masters home improvement store on the subject site. Each of the key issues covered in this report are discussed below:*

ITEM 5 (continued)**Parking**

The Traffic Report indicates that sufficient car parking to support the Masters home improvement store can be contained within the basement level of the Masters home improvement store with access from the proposed Road 3. This will enable the Masters home improvement store to have car parking separate to other uses on the site, however will contain a higher volume of car parking on the Masters allotment than on other parts of the site which will generate greater commuter employment lending itself to a higher use of public transport.

The proposed parking rates shown in the indicative concept plan have been determined with regard to RMS surveys of the parking demands of other home improvement centres including two centres at Bankstown and Minchinbury which are similar in size to the proposed Macquarie Park Masters. The RMS parking demand surveys found peak parking demands of 318 at Bankstown and 264 spaces at Minchinbury which includes customer and staff parking areas. This represents a rate of 2.2 to 2.3 spaces per 100sqm at peak times.

Based on these rates the proposed Masters home improvement store of 13,706sqm would have parking demands of some 315 spaces (including staff and customer parking). The proposed provision of some 390 spaces satisfies this requirement.

Access

The Indicative Site Master Plan prepared by Fitzpatrick Architects indicates vehicle access will be via Wicks Road and Waterloo Road. The site plan will support the development of the two new fine grain roads through the site (Road 3 and Road 11), with Road 3 running north-south through the site being delivered as part of the infrastructure updates proposed as part of the Masters development.

In addition, pedestrian access will be improved through the site by providing new pedestrian routes from Waterloo Road to Road 3, and also from Road 3 to Epping Road. This will enhance the walkability of the site, and further improve access for employees to public transport services running along Waterloo Road and Epping Road.

As discussed in the supplementary Traffic Report, a number of options have been investigated to provide appropriate access to the site. These included:

- *Provision of traffic signals at both or either of the intersections of Road 3/Wicks Road and Road 11/Waterloo Road. These options were not supported as either they didn't meet RMS warrants for traffic signals (in the short term) or had an adverse impact on traffic flows on Wicks Road.*
- *Priority control with all movements permitted at both or either the intersections of Road 3/Wicks Road and Road 11/Waterloo Road. These options were not supported as uncontrolled right turns out of Road 3 or 11 had insufficient capacity during the afternoon peak periods; and*

ITEM 5 (continued)

- *Priority control with left in/left out access at the intersections of Road 3/Wicks Road and Road 11/Waterloo Road. These options were not supported as they did not provide appropriate access to the site.*

With consideration to the above, the proposed access is as follows:

- *The intersection of Waterloo Road and Road 11 would be priority controlled with the right turn from Road 11 onto Waterloo Road not permitted (due to the traffic flows on Waterloo Road in the weekday peak periods). Traffic exiting the site and wishing to travel back to Wicks Road could undertake a U turn at the Thomas Holt Drive/Waterloo Road roundabout located to the west of the site; and*
- *The intersection of Wicks Road and Road 3 would be priority controlled with left in/left out access (as per the approved development). Right turn ingress from Waterloo Road is required in order to provide access from traffic originating from the north (along Lane Cove Road) or west (from the M2).*

Traffic

In regards to weekday and weekend peak periods, the Supplementary Traffic Report notes the following with regard to the existing traffic conditions:

- *The traffic signal intersections of Lane Cove Road/Waterloo Road, Lane Cove Road/Epping Road and Epping Road/Wicks Road are currently operating at or near capacity in the weekday morning and afternoon peak periods. In the Saturday midday peak period these intersections are operating at satisfactory levels of service with average delays of less than 45 seconds per vehicle; and*
- *The priority controlled intersection of Wicks Road/Waterloo Road is operating at a satisfactory or better level of service in the peak periods with average delays of less than 20 seconds per vehicle. The traffic effects of the approved commercial development and proposed Masters development on these traffic conditions have been assessed.*

The Traffic Report identifies that the 27,340sqm commercial development approved under LDA2008/0531 would generate some 270 vehicle movements per hour two-way during weekday morning and afternoon peak hours. The assessment of traffic implications for the Masters home improvement store indicates the following traffic movement generation (based on RMS guidelines that 20% of retail traffic is from passing trade):

- *Weekday morning peak hour: some 130 to 140 vehicles.*
- *Weekday afternoon peak hour: some 260 to 270 vehicles.*
- *Weekend peak hour: some 670 to 680 vehicles.*

ITEM 5 (continued)

Therefore, during weekday peak periods, the proposed Masters would have a lesser traffic generation during the morning and a similar traffic generation during the afternoon compared to the approved commercial development on the site. The traffic generation associated with the Masters home improvement centre would be more evenly distributed than a commercial development which generates mostly inbound movements in the morning and outbound movements in the afternoon. The traffic generation on a weekend from the Masters development would be off-set by lower background traffic flows in the Macquarie Park employment area.

The supplementary Traffic Report concludes the following in relation to traffic generation:

Replacing the approved commercial development with Masters has little or no impact on the operation of the surrounding road network in 2031 during the weekday morning and afternoon peak periods. Intersections along Epping Road and Lane Cove Road would continue to operate at or near capacity in the weekday morning and afternoon peak periods in 2031. During the Saturday midday peak period, the proposed Masters development would result in only minor increases in average delays per vehicle, except for the intersection of Lane Cove Road/Waterloo Road. However, this intersection would still operate at a satisfactory LOS C with Masters.

The traffic generation associated with the development is not considered to result in any unacceptable impacts on the surrounding road network.

Council's Traffic Engineers have reviewed the submitted documentation and do not raise any objections to the proposed development subject to further information being provided at a the Development Application stage. It should be noted that the proponents have committed to delivering the following infrastructure upgrades:

As part of the delivery of the Masters development, the proponent is committed to delivering the following infrastructure upgrades:

- *Road 3 through the site (from the Wicks Road boundary to the northern boundary adjoining 65 Epping Road).*
- *The intersection of Wicks Road and Road 3 to be priority controlled with left in/left out access.*
- *The intersection of Waterloo Road and Road 11 to be priority controlled with the right turn from Road 11 onto Waterloo Road not permitted.*
- *Two pedestrian links between Road 3 and Epping Road.*

ITEM 5 (continued)

This infrastructure will support the Masters development and also support further development of the site for commercial uses. The new street pattern illustrated on the Indicative Site Master Plan demonstrated new infrastructure proposed as part of the Masters development will create accessible new parcels of land which can accommodate marketable building envelopes with floorplates reflective of current office requirements.

It should be noted that any required infrastructure would need to be subject to review and detailed assessment as part of any forthcoming development application.

Has the planning proposal adequately addressed any social and economic effects?

The most significant social and economic effects resulting from the planning proposal are the potential loss of employment generation of 1,888 jobs. However as determined previously this is not considered to be significant. Accordingly, it is considered that adequate regard to the social and economic effects has occurred.

State and Commonwealth interests

Is there adequate public infrastructure for the planning proposal?

It is considered that there is sufficient public infrastructure, subject to the provision of the infrastructure identified and detailed in Council's Amendment 1.

What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?

No consultation with state or Commonwealth public authorities has occurred. However, should the proposal be supported by Council, it is assumed that the Gateway Determination will require consultation with the Roads and Maritime Service.

Consultation**Internal Consultation**

The Planning Proposal was referred to the relevant Council staff for comment on traffic. The comments of these sections have been captured within this report.

Community Consultation

Under the gateway plan-making process, a gateway determination is required before community consultation on the planning proposal takes place. The consultation process will be determined by the Minister and stipulated as part of the gateway determination.

The Department of Planning and Infrastructure's guidelines stipulate at least 28 days community consultation for a major plan, and at least 14 days for a low impact plan.

ITEM 5 (continued)

If the Planning Proposal progresses to Gateway additional required consultation would also include written notice:-

- to local state government representatives
- consultations considered necessary by Planning and Infrastructure with relevant State and Commonwealth authorities.

The written notice would:

- provide a brief description of the objectives and intended outcomes, indicate the land affected,
- state where the planning proposal can be inspected,
- indicate the last date for submissions and
- confirm whether the Minister has chosen to delegate the making of the LEP.

Critical Dates

Under the Department of Planning and Infrastructures “A guide to preparing local environmental plans” a pre gateway review system exists where by a Proponent can request an independent body review decisions in relation to proposed amendment to LEPs.

A Pre Gateway review:

- may be requested by a proponent if the council has notified them that the request to prepare a planning proposal is not supported or
- the council has failed to indicate its support 90 days after the proponent submitted a request.

Pre – Gateway Review

The *Environmental Planning and Assessment Regulations 2000* requires council's to notify a proponent when the council decides not to prepare a planning proposal. The proponent of the proposed instrument then has 40 days from notification to request a review of the council's decision.

If a Pre – Gateway review is requested the DoPI undertakes an assessment to determine whether the proposal:

1. has strategic merit as it:
 - is consistent with a relevant local strategy endorsed by the Director General or
 - is consistent with the relevant regional strategy or Metro Plan or
 - can otherwise demonstrate strategic merit, giving consideration to the relevant s117 Direction and other strategic considerations

ITEM 5 (continued)

2. has site specific merit and is compatible with the surrounding land uses having regard to:
 - the natural environment,
 - existing uses, approved uses and likely future uses of the land in the vicinity of the proposal
 - The services and infrastructure that are or will be available to meet the demands arising from the proposal and any proposed financial arrangement for infrastructure provision.

If the DG determines that the proposed instrument does not qualify for review, Planning and Infrastructure notifies the proponent and council

If the review request progresses the proposed instrument is referred to the regional panel/PAC. A recommendation is provided to the Minister. The Minister will make the final decision with respect to the proposed instrument.

If the Minister decides to proceed with the Planning Proposal:

- The Council may be requested to submit a Planning Proposal to the Gateway within 40 days, or
- The Minister may consult with the General Manager of the council to discuss the possibility of changing the relevant planning authority to the DG of the Department (or other body)

Financial Impact

Adoption of the options outlined in this report will have no financial impact. Council should note that the lodgement of the planning proposal has been subject to Council's Fees and Charges Schedule to amend Local Environmental Plans.

Policy Implications

Given that the proposal is considered to be generally in accordance with Councils current planning controls, it is not considered that should the proposed recommendation be endorsed that there are any significant policy implications.

Options

Council has the option to decide to:

- proceed with the planning proposal to the next stage (gateway determination and community consultation) as recommended in this report or
- not to proceed with the planning proposal on the basis that it diminishes employment potential on the site, may generate significant traffic, is incompatible with the current zoning, is not in the public interest, or for any other reason put forward by Council.

ITEM 5 (continued)**Conclusion**

It is recommended that Council support the proposed addition of *garden centre* and *hardware and building supplies* into Schedule 1 of RLEP 2010 and RLEP 2014 for 144 Wicks Road for the following reasons:

- these uses are considered to be compatible with other uses within close proximity to the site including, Harvey Norman, Domayne and Officeworks,
- The resultant built form will be subject to the same planning controls as any other development on the site and will be complimentary with surrounding development,
- The use of the Epping Road frontage for a Masters development will allow the use of the remainder of the site as commercial / office premises. This will allow for the strengthening of Waterloo Road as the central spine of the Macquarie Park Corridor,
- The potential reduction of employment generation for the B7 Business Park portion of the site is off set by revitalisation of the currently vacant site which may lead to further development within this area of Macquarie Park Corridor,
- The proposed land uses are better located within the Macquarie Park Corridor rather than other town centres.

6 FOUR YEAR DELIVERY PLAN 2014-2018 INCLUDING ONE YEAR OPERATIONAL PLAN 2014/2015

Report prepared by: Chief Financial Officer**Report dated:** 26/05/2014**File No.:** FIM/07/6/2/4/4 - BP14/663

REPORT SUMMARY

This report provides Council with a summary of public submissions received in relation to the exhibition of the Draft Four Year Delivery Plan and Draft One Year Operational Plan together with the recommended amendments for Council's consideration in adopting the Delivery Plan for the period 2014-2018 and the Operational Plan 2014/2015.

RECOMMENDATION:

- (a) That Council note the public submissions received during the public exhibition period and the responses to the submissions, as detailed in the report.
- (b) That in accordance with Sections 404 & 405 of the Local Government Act (1993), the Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 be adopted as the Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015, incorporating the amendments described in this report, and all changes consequential thereunto.
- (c) That, in accordance with Sections 534 and 535 of the Local Government Act, 1993, Council makes the following rates and charges for every parcel of rateable land within the City of Ryde for the year commencing 1 July 2014 as detailed in the Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015.
 - (i) A Residential Ordinary Rate of zero point one two five three six three (0.125363) cents in the dollar levied on the land value of all rateable land within the City of Ryde categorised as residential in accordance with Section 516 of the Local Government Act, 1993 subject to a minimum amount of four hundred and eighty four dollars and nineteen cents (\$484.19).
 - (ii) A Business Ordinary Rate of zero point six eight zero seven one nine (0.680719) cents in the dollar levied on the land value of all rateable land within the City of Ryde categorised as business in accordance with Section 518 of the Local Government Act, 1993, (excepting land sub-categorised as Business - Major Retail Centre - Macquarie Park or sub-categorised as Business - Major Retail Centre - Top Ryde, subject to a minimum amount of four hundred and eighty four dollars and nineteen cents (\$484.19).

ITEM 6 (continued)

- (iii) A Business - Major Retail Centre - Macquarie Park Ordinary Rate of one point one seven seven zero seven eight (1.177078) cents in the dollar levied on the land value of all rateable land within the City of Ryde sub-categorised as Business - Major Retail Centre - Macquarie Park in accordance with Section 529(2)(d).
 - (iv) A Business - Major Retail Centre - Top Ryde Ordinary Rate of zero point eight eight five seven five four (0.885754) cents in the dollar levied on the land value of all rateable land within the City of Ryde sub-categorised as Business - Major Retail Centre - Top in accordance with Section 529(2)(d).
 - (v) An Environmental Management Rate of zero point zero two zero five six (0.02056) cents in the dollar be levied on the value of all rateable land within the City of Ryde subject to a base amount of fifty six dollars and seventy nine cents (\$56.79), which will levy thirty six point three percent (36.3%) of the total amount raised within this rate.
 - (vi) A Macquarie Park Corridor Special Rate of zero point one five eight one three eight (0.158138) cents in the dollar be levied on the land value of all rateable land categorised as business in accordance with Sections 518 or 529(2) (d) and included in the Macquarie Park Corridor, as identified by the map contained in the Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015.
 - (vii) That aggregation of parcels of land, subject to a minimum or base amount, be permitted in accordance with Section 548A of the Local Government Act 1993.
- (d) That, in accordance with Section 496 (1) of the Local Government Act 1993, the charge for the Domestic Waste Management Service for each rateable residential property be set at three hundred and ninety one dollars (\$391.00) per service per annum and the following additional services be provided, on request, to each rateable residential property, for the following annual charges:
- (i) Upgrade from 140 litre to 240 litre service \$285.00
 - (ii) Additional 140 litre Garbage bin \$297.00
 - (iii) Additional 240 litre Garbage bin \$584.00
 - (iv) Additional Recycle bin \$ 47.00
 - (v) Additional Green bin \$ 47.00
- (e) That, in accordance with Section 496 (2) of the Local Government Act 1993 the standard charge for the Domestic Waste Management service provided, on request, to non-rateable residential properties be set at three hundred and ninety one dollars (\$391.00) per service per annum and the following additional services be provided, on request, to each non-rateable residential property, for

ITEM 6 (continued)

the following annual charges:

- | | | |
|-------|---------------------------------------------|----------|
| (i) | Upgrade from 140 litre to 240 litre service | \$285.00 |
| (ii) | Additional 140 litre Garbage bin | \$297.00 |
| (iii) | Additional 240 litre Garbage bin | \$584.00 |
| (iv) | Additional Recycle bin | \$ 47.00 |
| (v) | Additional Green bin | \$ 47.00 |
- (f) That, in accordance with Section 501 (1) of the Local Government Act 1993 the standard charge for the Other Waste Management service provided, on request, to non-rateable non-residential properties be set at four hundred and thirty dollars (\$430.00) per service per annum, inclusive of GST and the following additional services be provided, on request, to each non-rateable non-residential property, for the following annual charges:
- | | | |
|-------|---------------------------------------------|----------|
| (i) | Upgrade from 140 litre to 240 litre service | \$314.00 |
| (ii) | Additional 140 litre Garbage bin | \$327.00 |
| (iii) | Additional 240 litre Garbage bin | \$642.00 |
| (iv) | Additional Recycle bin | \$ 51.50 |
| (v) | Additional Green bin | \$ 51.50 |
- (g) That in accordance with Section 496A of the Local Government Act 1993, the Stormwater Management Service Charge be levied at the following rates:
- | | | |
|-------|--------------------------------------|----------------------------------------|
| (i) | Strata titled residential home units | \$12.50 per unit |
| (ii) | Other residential property | \$25.00 per rateable property |
| (iii) | Business rateable properties | \$25.00 per 350 sq metres of land area |
| (iv) | Business rateable Strata Properties | \$12.50 per unit |
- (h) That, in accordance with Section 611 of the Local Government Act 1993, the following annual charges be made:
- | | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| (i) | the use of Council land for the vehicle overbridge situated in Herring Road be charged in accordance with the legal agreement between the City of Ryde and the owners of Macquarie Shopping Centre (anticipated income is \$80,835 including GST for 2014/2015). | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

ITEM 6 (continued)

- (ii) the use of Council land for the Shell Oil company pipeline in the City of Ryde be charged in accordance with the pricing formula agreed with the Company, (anticipated income is \$63,655 including GST for 2014/2015).
- (iii) the use of Council land for AGL Gas Mains in the City of Ryde be charged at a rate based on an annual review by KPMG of AGL's revenue (anticipated income is \$60,390 including GST for 2014/2015).
- (i) That the rate of interest payable in respect of rates and charges that remain unpaid after they become due and payable be set at eight point five percent (8.5%) per annum.
- (j) That the Schedule of Fees and Charges, annexed to the Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 as amended in terms of this report, be adopted as Council's Fees and Charges for 2014/2015.

ATTACHMENTS

- 1 Submission by Top Ryde Shopping Centre – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 2 Recommended adjustments to Performance Indicators
- 3 Recommended adjustments to schedules under works program

Report Prepared and Approved By:

John Todd
Chief Financial Officer

Report Approved By:

Shane Sullivan
Acting Group Manager - Corporate Services

ITEM 6 (continued)

Background

Council, at its Ordinary Meeting on 22 April 2014, resolved that pursuant to Sections 404 & 405 of the Local Government Act 1993, that the document titled "Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015" be adopted as the Draft Four Year Delivery Plan and Draft One Year Operational Plan of the City of Ryde, to be placed on public exhibition for a period of not less than 28 days from 30 April 2014 to 6 June 2014.

Draft Ryde 2025 Community Strategic Plan

In the formulation of the Draft Plans, consideration has been given to the draft Draft Ryde 2025 Community Strategic Plan, which is reported to this meeting for Council's consideration and adopted by Council on Tuesday 25 June 2013. It reflects the feedback and priorities received from the Community Survey results in 2008, together with the feedback from further extensive community consultation, undertaken on the key Outcome areas. A summary of the Outcomes showing the proposed expenditure allocation in the Draft Four Year Delivery Plan 2014-2018 is below:

	Base \$ M	Projects \$ M	Total \$ M
A City of Connections	65.9	30.5	96.4
A City of Environmental Sensitivity	102.7	11.3	114.0
A City of Harmony & Culture	25.6	1.9	27.5
A City of Liveable Neighbourhoods	35.4	1.1	36.5
A City of Progressive Leadership	116.4	19.9	136.3
A City of Prosperity	2.0	8.4	10.3
A City of Well Being	73.8	12.3	86.1
Total	421.6	85.5	507.1

The Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 has been prepared in alignment with the draft Ryde 2025 Community Strategic Plan providing details on the projects to be delivered within each Outcome area.

This is the fourth time Council has produced its Four Year Delivery Plan in this format in response to the new legislation. Council fully complied with reporting to its Community Strategic Plan from 1 July 2012, with the Workforce Plan, Asset Management Plans and Long Term Financial Plan presented to a Council Workshop on 19 June 2012 and a separate report at Council's meeting on 26 June 2012, ensuring that all plans are fully integrated.

A minor update was made to the LTFP and adopted by Council on 25 June 2013. A revision of the LTFP is in progress for 2014/2024 and it is proposed to be reported to Council as a separate item in the near future, dependent upon Council's support of progressing with the proposal for a Special Rating Variation (SRV) for the 2015/2016 financial year.

ITEM 6 (continued)

The diagram below shows the relationship between the Community Strategic Plan, the Four Year Delivery Plan and the Operational Plan:



Report

In accordance with Council's resolution at its meeting on 22 April 2014, the Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 was advertised on 30 April 2014 and also distributed to other key stakeholders in seeking feedback from our community. A summary of these initiatives is detailed below;

Public Advertising/ Consultation Program

In the preparation of the Draft Four Year Delivery Plan and Draft One Year Operational Plan, Council undertook a comprehensive advertising/ consultation program. The program was as follows:

- Formal public advertising of the Draft Four Year Delivery Plan and Draft One Year Operational Plan commenced on 30 April 2014 with an advertisement being placed in the Northern District Times advising the community of the public exhibition period for submissions being up to 6 June 2014 and that the Draft Plans were available at all Council Libraries, the Civic Centre and on Council's website.

Key highlights of the Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 and important information on how the community could comment on the Draft Plans was included in the advertisement. Council's website also provided other supporting documentation to assist the community in accessing and being fully informed of Council's Draft Plan with an opportunity to provide feedback on line.

ITEM 6 (continued)

- Council presented the draft Four Year Delivery Plan to the Ryde Business Forum on Monday, 6 June 2014 seeking their comment and feedback.

All information on the presentations made, are detailed later in this report.

Public Submissions

Submissions closed on 6 June 2014. One public submissions were received, and are summarised below and is **CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL**.

The submissions related to the following areas:

- From Top Ryde Shopping Centre, regarding the transition of their rates to the same Advalorem rate as the Macquarie Shopping Centre.

There are no recommended changes to Council's Delivery Plan proposed from the submission.

Projected Working Capital

As reported to Council in the Quarterly Reviews of the Four Year Delivery Plan 2013-2017 including One Year Operational Plan 2013/2014, Council is on track with the 2013/2014 budget and is projecting a Working Capital of \$4.11 million, as at 30 June 2014.

In the preparation of the Draft Plans, the 2014/2015 Draft Budget has been formulated by Council keeping increases in its total rates income, fees and charges at reasonable levels. The Draft Budget is proposed to utilise \$0.72 million of Working Capital, therefore the Working Capital is projected to be \$3.38 million as at 30 June 2015.

The project Working Capital over the period of the Delivery Plan is now:

	<i>Total 2014/2015 \$'000</i>	<i>Projected 2015/2016 \$'000</i>	<i>Projected 2016/2017 \$'000</i>	<i>Projected 2017/2018 \$'000</i>
Opening Working Capital	4,110	3,387	3,387	3,387
Net Working Capital Result	(723)	-	-	-
Closing Working Capital	3,387	3,387	3,387	3,387

This includes proposed adjustments as detailed later in this report.

ITEM 6 (continued)

Draft Four Year Delivery Plan and Draft One Year Operational Plan and Recommended Amendments

Since the Draft Four Year Delivery Plan and Draft One Year Operational Plan was adopted by Council for public exhibition, there are some amendments that are required to be made to the Draft Plans to correct minor typographical errors or amendments to the wording of the document, adjustments vacant positions that have been filled, other labour adjustments, plus some minor budgetary adjustments, as detailed below.

Once adopted the Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 will be published in its final form on Council's website with notification in the Ryde City View newsletter. A bound copy of the adopted delivery plan and operational plan document will be distributed to all Councillors and will also be available at Customer Service and our five libraries.

Proposed Amendments

The following proposed amendments are put forward for Council's consideration and determination.

Performance Indicators

There are a number of performance indicators that have required changing, either a minor amendment to the wording, recommendation of their removal, or a review of the indicator

Financial

The changes made in 2014/2015 have the following impact on the budget.

	\$ '000
OPERATING REVENUE	
Rates & Charges	513
User Charges & Fees	947
Other Operating Revenue	5
Operating Grants & Contributions	45
TOTAL OPERATING REVENUE	1,509
OPERATING EXPENSES	
Employee Costs	153
Materials & Contracts	399
Other Operating Expenses	114
TOTAL OPERATING EXPENSES	666
Capital Reserves	200
	1,449
TOTAL CHANGE to WORKING CAPITAL	-806
Depreciation & Impairment	-6,581

ITEM 6 (continued)

The main points of the changes are:

- Decrease in the amount budgeted for Councillor and Mayoral fees to reflect the amounts resolved by Council at its meeting on 27 May 2014.
- Increase in Rates and Annual Charges, following a review of the Notional Calculation, including supplementary list up until mid May. This has affected both General Revenue and Domestic Waste Charges.
- Increase in fees for the RALC for the Surf Attraction, not included in the previous draft budget. Surplus is being transferred to Reserve.
- Slight increase in Financial Assistance grant to original estimate.
- Increase in Employee costs, due to filling of vacancies, additional staff to run the Surf Attraction.
- Increase in materials and contract for the Surf Attraction and merchandise for the RALC, funded from income.
- increase in budgeted legal costs of \$300k.
- Increase in other operating costs, due to items such as IT licensing, which was omitted in the draft.

These adjustments will see a reduced flexibility in Council's budget in 2014/2015, which will restrict Council's ability to fund any additional requests throughout the year.

Projects

There have been a couple of minor changes to the schedule of works under some of the programs, which are detailed in **ATTACHMENT 3**.

One project, Banjo Patterson Wharf has been added, \$200k, which was reported to the Works and Community Committee on 3 June, and for Council's consideration on 10 June, after this report was created. It was added on the basis that should Council not resolve to do this, it can be done following this meeting. It was being funded from Section 94.

Loan Borrowings

City of Ryde proposes to borrow \$1.5 million in additional funds, for the Children's Play implementation project – Phase 2, with Council's forecasted debt service ratio of 1.23% as at 30 June 2015.

ITEM 6 (continued)**Rates and Annual Charges**

The Minister for Local Government has set the rate pegging limit at 2.3% for 2014/2015 and this is proposed to be adopted by Council for the 2014/2015 rating year.

The Minister for Local Government has advised the maximum interest rate on overdue rates for 2014/2015 is 8.5%. It is recommended that Council adopt this amount.

Fees & Charges

The draft Delivery Plan and Operational Plan was created based on an increase in the Fees and Charges equivalent to the Local Government Cost Index (LGCI) of 2.81% with some minor exceptions.

Since the plans were put on exhibition the following adjustments are recommended and are shown below.

- RMS has delegated Council to process NHVR applications for Oversize Over mass (OSOM) vehicle permits; there is \$70 fee for the applications in accordance with the delegation.

Summary - Key Initiatives and Key Performance Indicators in the Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015

Key aspects and financial indicators included in the Draft Plans for the 2014/2015 budget are:

- Total budget (Operating & Capital Expenditure excluding depreciation) is \$110.93 million.
- The Operating Result before Depreciation provides for a surplus of \$11.14 million.
- Forecasted Working Capital as at 30 June 2014 is \$4.11 million and as at 30 June 2015 is projected to be \$3.39 million.
- The budget provides for 486.9 full time equivalent employees with a total headcount of 678 staff.
- Debt Service Ratio is estimated to be 1.23% as at 30 June 2015.
- Capital Expenditure in 2014/2015 is budgeted at \$24.17 million representing a Council funded program of \$8.78 million; with no contributed assets forecast for 2014/2015.
- City of Ryde will in 2014/2015, continue to provide significant subsidies to various community groups, sporting clubs and government organisations. Subsidies are provided by either reduced rentals on Council facilities, pensioner

ITEM 6 (continued)

rate subsidies, reduced hire fees for Council facilities, grants to various organisations or sponsorship of events.

- City of Ryde will make payments/contributions to NSW Government entities totalling \$11.30 million in 2014/2015.
- The principal areas of project expenditure in 2014/2015 are:
 - Capital Expenditure - \$24.17 m
 - Non-Capital Expenditure - \$ 1.50 m
 - In-kind Capital - \$ 0.00 m
 - Total Projects \$25.67 m

Council funded projects \$27.17 million

Program	Capital Project \$M	Non-Capital Projects \$M	Total Projects \$M
Catchment program	1.86	-	1.86
Centres and Neighbourhood program	2.68	0.30	2.98
Community and Cultural program	0.25	0.21	0.46
Customer and Community Relations program	-	0.06	0.06
Economic Development program	-	0.09	0.09
Environmental program	-	0.16	0.16
Foreshore program	0.32	-	0.32
Governance and Civic program	-	-	-
Internal Corporate Services program	3.26	-	3.26
Land Use Planning program	-	-	-
Library program	0.56	-	0.56
Open Space, Sport & Recreation program	4.01	0.20	4.20
Paths and Cycleways program	1.88	-	1.88
Property Portfolio program	2.35	0.15	2.50
Regulatory program	-	-	-
Risk Management program	-	0.03	0.03
Roads program	4.56	-	4.56
Strategic City program	-	-	-
Traffic & Transport program	1.83	0.24	2.07
Waste and Recycling program	0.62	0.07	0.69
Total	24.17	1.50	25.67

ITEM 6 (continued)

Details of both the Macquarie Park Special Rate (which was approved by the Minister for Local Government for 2006/2007 on an ongoing basis) and the Stormwater Management Service Charge are contained in the Revenue Policy within the Draft Plans. All of the funds raised from these sources will be dedicated to the purposes raised and will address priority work relating to the current condition of Council's infrastructure valued at \$0.98 billion. These works are detailed in the Projects by Program section of the Draft Plans.

In summary, the Draft Plans, Draft Budget and Draft Fees and Charges for 2014/2015 maintain the current level of services to the community whilst continuing to deliver a substantial Capital Works Program. As forecasted in the Draft Plans, Council's funded Capital Works Program is projected to reduce over the four (4) years to a program of \$18.49 million, unless other sources of funds are found. Council is continuing to address the condition of the City's infrastructure and in particular the renewal of existing infrastructure. Council's proposed Capital Works Program of \$24.17 million for 2014/2015 provides for approximately \$10.38 million of renewal of existing assets next year.

This represents a shortfall of \$6.74 million next year. Council's Long Term Financial Plan recommends Council spend \$18 - \$20 million per year on asset renewal of its existing infrastructure assets, based on asset management principles. This level of capital expenditure includes the use of \$15.39 million from Reserves on hand for 2014/2015, grants and contributions.

It should be noted that Council's Operating Result Before Capital (including depreciation) is projected to be a loss of \$3.94 million, due to a change in the treatment of depreciation. Council has moved to a condition based approach for depreciation. Due to this the Operating Result Before Capital no longer reflects the correct level of underfunding of asset renewal.

As at 30 June 2013, Council recorded each of its infrastructure assets by type and by condition rating. This will have a profound impact on depreciation by decreasing it from approx. \$21.24 million to \$15.09 million. Whilst this impacts the Operating Result Before Capital, depreciation loses its ability to reflect the amount of funds that Council needs to either spend or put aside for Asset Renewal.

The true level of funding for renewals should be proportional over the useful life of the asset, allowing for increases in costs. This has now been modelled and will be included in the new Long Term Financial Plan (LTFP), which is the subject of a separate report to Council in the near future. This new modelling shows that the required level of funding for just Buildings and Infrastructure increases from \$17.12 million in 2014/2015 to \$19.63 million in 2023/2024.

This shortfall will need to be addressed and additional funding identified in supplementing our future Capital Works Program otherwise the condition of the City's infrastructure will deteriorate to a level that will not be sustainable in the longer term.

ITEM 6 (continued)

Council is continuing to work to address the challenge of funding this shortfall to ensure that public infrastructure continues to be maintained at a satisfactory standard that is acceptable to the community. A report on Council's Financial Futures has also been reported to this meeting (Item 7) for Council to consider how it should fund this shortfall.

Federal and State Budgets

Both the Federal Government and the NSW State Government have or should have handed down their budgets by this meeting. From media releases and other sources the following are the applicable items out of those budgets, which may have some impact either immediately or in the future.

- Federal Government has placed a freeze on the level of funding under the Financial Assistance Grants scheme. This will have little or no impact on Council as Council is currently paid a minimum amount. If there is a change in the funding formula, it may have an impact. Council has also adopted a conservative approach in its budget, and brought additional funding to account in the September Review.

Critical Dates

Council publicly exhibited the Draft Four Year Delivery Plan and Draft One Year Operational Plan on 30 April 2014 for a period of 28 days, inclusive, closing on 6 June 2014, to allow the public to make submissions on any aspect of the Draft Plans.

Council is required to consider all public submissions received during the public exhibition period, when considering this matter at its meeting on Tuesday, 24 June 2014, prior to formally adopting the Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015.

Consultation

Internal Council business units consulted included:

- Executive Team
- Corporate Strategy Unit
- Finance Unit
- All Council Service Units
- Staff Champions

ITEM 6 (continued)

Internal Workshops held:

- Councillor workshops - In the preparation of the Draft Plans, workshops have been held with Councillors as follows:

-	Workshop 1	Oct 2013	(Overview & Timeframe)
-	Workshop 2	11 Feb 2014	(Rates, Fees & Charges)
-	Workshop 3	25 Feb 2014	(Base Budget)
-	Workshop 4	11 Mar 2014	(Projects)
- Councillors were also requested, at the commencement of the budget process, to submit their priority projects
- Staff workshops - In the preparation of the Draft Plans, workshops have been held with staff for each Outcome area under the Draft Community Strategic Plan to consider Projects that would meet the goals and strategies within the Community Strategic Plan.

External public consultation on both Draft Plans included:

- Public exhibition of Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 between 30 April 2014 and 6 June 2014.
- Information package on Council's website, Civic Centre and all Libraries
- Public presentations of the draft plans were held:
 - Council presented the draft Four Year Delivery Plan to the Ryde Business Forum on Monday 6 June 2014 seeking their comment and feedback.

Operational Plan Budget / Linkages

The Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 detail the key projects, initiatives and actions that Council proposes to be undertaken over the next year. It provides the strategic direction for Council and details the key initiatives, deliverables and performance measures for 2014/2015 in addition to formally allocating resources through the Budget.

Financial Implications

The Draft Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015 maintains the City of Ryde's sound financial position, whilst delivering a significant Capital Works Program of \$24.17 million and projects a Working Capital balance of \$3.46 million, as at 30 June 2015.

ITEM 6 (continued)

Council is continuing to work to address the challenge of funding this shortfall to ensure that public infrastructure continues to be maintained at a satisfactory standard that is acceptable to the community. A report on Council's Financial Futures has also been reported to this meeting (Item 7) for Council to consider how it should fund this shortfall.

Council's proposed 4 year capital works program of \$81.58 million provides approximately \$38.67 million for renewal of existing assets which equates to \$9.67 million per year.

However, based on asset management principles, Council should spend \$18 - \$20 million per year on asset renewal. On Council's projected level of expenditure, City of Ryde's infrastructure will continue to decline and increased expenditure will be required in future years in maintaining Council's infrastructure at a satisfactory condition.

As detailed in this report, Council's Delivery Plan has been adjusted to ensure that the Plan adopted by Council is realistic and can be delivered. To further address Council's long term financial sustainability, a separate report has been provided to this meeting for Councillor's consideration.

Other Options

Council has the discretion to accept or reject the proposed amendments to the Draft Plans and to accept or reject any of the public submissions. Due to the tight nature of the budget, should Council decide to reject or accept additional expenditure or income, an alternative source of those funds would need to be found.

ITEM 6 (continued)

ATTACHMENT 2

1 Open Space Program

KPI	Action	Reason
No. of user visits participating in organised sport on Council's active open space areas	Change wording of PI to: Number of participants in organised sport on Council's active open space areas	Better wording of the PI
% community satisfaction with parks and playgrounds	Change wording of PI to: % community satisfaction with passive parks and playgrounds	Better wording of the PI
% community satisfaction with swimming pools	Change wording of PI to: % community satisfaction with swimming pools RALC facilities	Better wording of the PI
% community satisfaction with tree management	Change wording of PI to: % community satisfaction with tree management Public / Private trees	Better wording of the PI
No. of visitors to Ryde Community and Sports Centre (ELS Hall)	To be removed from Delivery Plan	No data currently available for this measure. It is proposed to put in the Open Space Business Plan in 2014/15 so that baseline data can be collected and the measure then be introduced to the 2015-19 Delivery Plan

2 Roads Program

KPI	Action	Reason
% of road pavement network with Condition Index (PCI) greater than 80%	Change wording of PI to: % of road pavement network that are condition level 4 or better	Better wording of the PI

3 Property Program

KPI	Action	Reason
% of Nett return on all commercial properties	Change frequency from Six Monthly to Annually	Better as an Annual Target

ITEM 6 (continued)

ATTACHMENT 2

4 Catchment Program

KPI	Action	Reason
% of stormwater assets that are condition level 3	Change wording of PI to: % of stormwater assets that are condition level 4 or better	Better wording of the PI

8 Customer and Community Relations Program

KPI	Action	Reason
% community satisfaction with community input into council decision making	Change wording of PI to: % community satisfaction with community making involvement / participation into Council decisions that directly impact them	Better wording of the PI
% of the community that recognise CoR as the owner or promoter of certain events, facilities and services	To be removed from Delivery Plan	This KPI was removed when the Branding/Marketing & Promotion accountability was removed from Community Capacity and Events Unit

9 Community and Cultural Program

KPI	Action	Reason
% Voluntary / benevolent sector satisfaction with support provided by CoR	Change wording of PI to: % Not for Profit Sector satisfaction with support provided by CoR	Better wording of the PI
% of community leased buildings that comply with statutory requirements and standards	Change wording of PI to: % of Community Leased Buildings that are condition level 4 or better	Better wording of the PI

13 Strategic City Program

KPI	Action	Reason
% community satisfaction with long term planning for the area	Change wording of PI to: % community satisfaction with long term planning for the City	Better wording of the PI

ITEM 6 (continued)

ATTACHMENT 2

15 Traffic and Transport Program

KPI	Action	Reason
% of Recommendations made to the Ryde local Traffic Committee approved to go to Council works committee without resubmitting	To be removed from Delivery Plan	PI not required, all recommendations go to works committee, very few ever get re-submitted if any

18 Foreshore Program

KPI	Action	Reason
% of seawalls that are condition level 3 or better	Change wording of PI to: % of Seawalls that are condition level 4 or better	Better wording of the PI

ITEM 6 (continued)

ATTACHMENT 3

	14/15	15/16	Old 16/17	17/18
48.50009 Seawall Program				
48.40861 Meadowbank Park		600,000	180,000	420,000
48.40862 Morrison Bay Park				
48.41012 Banjo Paterson Park				
48.41013 Putney Park				

	14/15	15/16	New 16/17	17/18
		600,000		
			180,000	
				420,000

	14/15	15/16	Old 16/17	17/18
47.51003 Footpath Construction Expansion				
47.40369 Plassey Rd (Delhi Rd to Bend Stage 1)		136,500		
47.40348 Ryedale Rd (No 2a - No 28 (Reserve))				

	14/15	15/16	New 16/17	17/18
	135,000			
	1,500			

	14/15	15/16	Old 16/17	17/18
51.50008 Stormwater Asset Replacement Renewal				
51.40451 Clayton St		78,000		
51.40452 Blaxland Rd		33,000		
51.40456 Crimea Rd		65,000		
51.40673 Pit Replacement		90,000	600,000	811,492
51.40883 11 First Avenue				900,000
51.41015 Higginbotham Road				
51.41016 Melba Drive				

	14/15	15/16	New 16/17	17/18
		101,000		
		99,000		
		400,000	811,492	900,000
	30,000			
	75,000			
	161,000			

	14/15	15/16	Old 16/17	17/18
51.50022 Stormwater Improvement Works – Renewal				
51.40151 Buffalo and Kitty's Creek Study	75,000	520,000	458,000	667,000
51.40152 Parramatta River Ryde Catchment Study	40,000	70,000	400,000	500,000
51.40515 Detention Basin at Waterloo Park				
51.40520 Overland Flow Works - Santa Rosa Park				
51.40522 Debris Control Structure				
51.40524 East Parade	65,000			
51.40525 Delange Road	50,000			
51.40671 Meriton St Upgrade		245,000		
51.40694 Parry Park Updgrade		300,000		
51.40923 Darvall Road	140,000			
51.41022 Water Quality Riparian Improvements	92,727	75,000	75,000	
51.40958 Local Flooding Improvement	100,000	150,000	200,000	
51.40969 Princes St		100,000		
51.41017 Gregory Street				

	14/15	15/16	New 16/17	17/18
	30,000	300,000	150,000	467,000
	40,000	300,000	168,000	300,000
	350,000			
	150,000			
		150,000		
		75,000		
		80,000		
			245,000	
			300,000	
	80,000			
	92,727	100,000	100,000	100,000
		125,000	150,000	200,000
				100,000
	150,000			

7 CITY OF RYDE'S FINANCIAL FUTURE - PROPOSED ACTION PLAN

Report prepared by: Acting General Manager
File No.: GRP/09/7/8 - BP14/692

REPORT SUMMARY

This report is referred back to Council to confirm Council's response in addressing its current funding shortfall of \$8 - \$10 million in funding its infrastructure renewal program.

Councillors have undertaken a full day workshop on Saturday 24 May 2014 that allowed Councillors to discuss a range of options in addition to receiving an overview of Council's financial position from Council's Auditor, Pricewaterhouse Coopers. The Auditor is still finalising their report and therefore there will be a late report that will update this report to Council.

Attachments to this report are key documents that have been considered previously by Council / Councillors on this matter which include;

- Memo circulated by the Acting General Manger prior to Council's reconvened meeting on Tuesday 4 March 2014 - **ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL**
- Updated list of efficiency savings previously circulated to Councillors, totalling \$2.5 million - **ATTACHMENT 2 – CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL**
- Results of Councillor Survey from Councillor Workshop on Saturday 24 May 2014 - **ATTACHMENT 3 – CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL –**
- Council's adopted Community Engagement Program - **ATTACHMENT 4 – CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL**
- Results of Stage 1 – Community Engagement Program - **ATTACHMENT 5 – CIRCULATED UNDER SEPARATE COVER – CONFIDENTIAL**

This report also should be read in conjunction with Item 6 – Four Year Delivery Plan 2014-2018 including One Year Operational Plan 2014/2015. If Council supports progressing with the Special Rate Variation ('SRV') process, Council staff will undertake the community consultation process and then report back to Council in approximately October 2014 with the results of the consultation. If Council then supports progressing with making a SRV application, Council will then be required to update the 2014-2018 Delivery Plan for further public exhibition and comment.

Therefore, this report will be updated by a further late report that will include the Auditor's report and a recommended course of action for Council's consideration. This report has been listed to ensure discussion of this matter at the Council meeting.

ITEM 7 (continued)**RECOMMENDATION:**

That Council determine this matter, following the distribution of a late report by the Acting General Manager.

ATTACHMENTS

- 1** Memo to Councillors from Roy Newsome - Financial Futures - 3 March 2014 – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 2** Proposed Increases in Revenue and Reductions in Expenditure – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 3** Councillor Workshop Survey Results - 10 responses – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 4** Final Community Engagement Program - SRV Application (Community Education, Awareness and Engagement Campaign) – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL
- 5** Financial Futures Survey Results - Rates, Services and Asset Renewal - The Right Balance (instinct and reason - 2014) – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL

Report Prepared and Approved By:

Roy Newsome
Acting General Manager

ITEM 7 (continued)**Discussion**

The report to Council at its meeting on the 25 February 2014, detailed the number of workshops and information that have been provided to Councillors relating to Council's financial position, to ensure Council's financial position and current funding shortfall for the renewal of Council's infrastructure assets, was fully understood.

Following Council's resolution from its meeting on the 25 February 2014 and the Councillor submissions received to address Council's financial position, it was clear there was no consensus amongst Councillors on how to address and rectify Council's financial future.

Therefore, Council at its meeting on 22 April 2014 resolved to hold a further Councillor Workshop, which was held on Saturday 24 May 2014, to discuss and gain some direction from Councillors in addressing the funding shortfall of \$8 -\$10 million for the renewal of Council's infrastructure assets.

At this Workshop, Councillors discussed a range of options in reducing services / service standards, together with receiving details on efficiency savings totalling \$2.5 million presented by Council's Acting General Manager.

Councillors also received an update from Council's Auditor, Pricewaterhouse Coopers, on their review of Council's financial position, including a comparison to financial indicators and other relevant benchmarks. The key area where the Auditor required more time to review was related to Council's asset infrastructure and condition and the funding required, in addressing the current funding shortfall.

Due to the work involved in this process, the Auditor is in the process of finalising their report. Once completed, this will be circulated with the late report.

Financial Implications

The main focus at all the Workshops on Council's financial position has been to understand that Council has had a funding shortfall for its asset renewals, ranging between \$8-\$10 million.

As explained, if Council can address and bring this result back to a balanced position over time, it will mean that Council has restored the allocation required for Council's existing infrastructure renewal works. This is a realistic objective if addressed through a number of initiatives and multiple actions that include, new revenue initiatives, reductions in expenses/ services and exploring a SRV application.

It needs to be highlighted that rate income is Council's major income source (51% of total operating revenue), therefore while various actions can be taken in growing income, they have limited impact compared to rate increases. As provided to Council, an SRV of 7% (ie: 4% additional over the estimated 3% rate peg) would provide Council with an additional \$1.9 million per annum, and approximately \$7.5 million over 4 years.

ITEM 7 (continued)

If Council supported other initiatives that would generate additional savings and additional revenue of \$2.5 million, Council would generate the required \$10 million in 4 years' time.

It is suggested that further action would be required as this initial strategy does not contemplate addressing Council's current infrastructure backlog, which is currently estimated at \$58 million.

Therefore, Council by taking the initiatives as previously discussed, including the exploration of an SRV application, will result in a significant improvement in Council's financial position.

Critical Dates

Council is required to comply with the Local Government Act especially related to the Integrated Planning and Reporting Framework. IPART requires a Council to notify them early December in the year prior to the SRV being implemented. Therefore this determination needs to be adopted by Council in November 2014.

Options

These will be detailed in the late report.

8 CARRYOVER FUNDS/PROJECTS 2013/2014 TO 2014/2015

Report prepared by: Chief Financial Officer**Report dated:** 26/05/2014**File No.:** FIM/07/6/2/3/6 - BP14/664

REPORT SUMMARY

This report details the funds/projects that are recommended to Council to be carried over from the 2013/2014 budget and to carry forward the expenditure, associated income and reserve funding into the 2014/2015 financial year. The carryover projects are being recommended for the following reasons;

- The carryover funds/projects have been substantially commenced
- Funding/grant notification was confirmed late in the financial year
- The project was delayed due to circumstances beyond Council's control.
- The project will not be completed by the 30 June 2014.

Of the works sought to be carried forward \$2.49 million (\$4.29m 2012/2013) is from Council's General Revenue.

Council started the year with \$22.72 million in projects (\$19.69 million in capital and \$3.03 million in non-capital) and have added some \$3.53 million in projects (\$3.26 million in capital and \$0.27 million in non-capital) through the three quarterly reviews, in addition there were projects carried over of \$14.84 million (\$13.22 million in capital and \$1.62 million in non-capital) from last year. From these works, Council is on track to deliver a total of \$34.63 million in projects (\$30.83 million in capital and \$3.80 million in non-capital) or 152% of the original amount budgeted in the Delivery and Operational Plan.

This is a strong result for 2013/2014. In 2012/13 the amount of carryovers totalled \$14.84 million, which has decreased to \$6.46 million in proposed carry overs in 2013/14 with all proposed carryovers identified in the March Quarterly Review.

RECOMMENDATION:

- (a) That Council endorse the proposed carryovers, totalling \$6.46 million and include them in the 2014/2015 Budget, detailed as follows:
- (i) \$0.64 million for projects that will benefit from broader scope for efficiencies,
 - (ii) \$0.42 million for projects that Council has previously approved
 - (iii) \$1.30 million for projects that have been delayed for reasons detailed in this report
 - (iv) \$4.09 million for projects that were substantially commenced, tendered and/or contracts signed

ITEM 8 (continued)

- (b) That the proposed transfers to and from Reserves as detailed in the report, and included as budget adjustments, totalling a net increase in Reserves of \$4.96 million be adopted.

ATTACHMENTS

- 1 Carryover expenditure recommendations 2013/2014
- 2 Carryover reserves 2013/2014

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Shane Sullivan
Acting Group Manager - Corporate Services

ITEM 8 (continued)**Background carryover funds/projects**

Under Section 405 of the Local Government Act, Councils are required to adopt an Operational Plan (or Management Plan during the transitional period). Under clause 201(1)(a) of the Local Government Regulation Councils are required, as part of that Operational Plan, to estimate its income and expenditure, for the specific financial year of the Operational Plan.

Under clause 211 of the Local Government Regulation, all votes lapse at the end of the financial year, with the following exceptions:

- Works carried out or started or contracted to be carried out
- Services, goods or materials provided or contracted to be provided
- Facilities provided or started or contracted to be provided

What this means is that the budget for a specific year ends at the 30 June. Should there be projects or funding that a council has committed to in a financial year, but has not had them provided or contracted or has not finalised the expenditure by the 30 June, there is a need for Council to resolve for those funds to be spent in the next financial year, commonly called carryovers.

Those contracted, started, provided or contracted are also included in this process to ensure completeness and transparency of the amounts carried from one year to the next and to facilitate a clear distinction of that expenditure in the new financial year.

Report**Carryover funds/projects**

This report details the funding for projects that were approved in the 2013/2014 financial year budget and which are recommended to be carried forward into the 2014/2015 financial year.

A dissection of the categories of the reason for the requested carryover is shown in the table below. Approval is sought to carry forward the expenditure and associated income and reserve funding into the 2014/2015 financial year.

The total amount of works sought to be carried forward is \$6.46 million (\$14.84m 2012/2013) with a complete listing of all expenditure detailed in **ATTACHMENT 1**, which are recommended to be carried forward and the detailed reason for the carryover. A dissection of the source of funding is shown below. A listing including funding sources to be carried over is detailed in **ATTACHMENT 2**, with \$2.47 million from Reserves that were on hand, with General Revenue (\$2.49 million) is a total of \$4.96 million that will be transferred to reserves.

ITEM 8 (continued)

The greater percentage of works proposed for carry over are funded from external sources and reserves, with \$2.49 million of Council's General Revenue to be carried forward. Carryovers will be considered in this report and minor adjustments also made in the June Quarterly Budget Review. It should also be noted that as part of the March Quarterly Review, all projects that had a likelihood of an amount that would need to be carried over were identified as such.

The categories and reasons for seeking the carryover are detailed below.

Category	\$'000
Already approved by a Council Resolution	415
Broader Scope for Efficiencies	642
Contract Dispute	-
Delayed - Community Consultation	447
Delayed - Council Resolution	331
Delayed - Matching funds	55
Delayed - RTA/Other Departments Approval	-
Delayed - Staff Changes	84
Delayed - Supply of Materials	385
Only added in March Quarterly Review	-
Substantially Commenced, Tendered, and/or Contracts Signed	4,097
TOTAL	6,455

It is recommended that Council endorse the expenditure, the supporting sources of funding and the transfers to/from reserves to be carried over to the 2014/2015 budget.

From Council's capital works projects, funds are allocated for Public Art components, and as part of these carryovers it is recommended to transfer these amounts to a specific internal reserve for Public Art and when the works are due to commence, that these be brought back from the reserve when Council considers the Public Art component.

The following are the sources of funding for the recommended carryovers.

Funding source	\$'000
Government Grants	1,273
Contributions	235
Asset Replacement Reserve	484
Domestic Waste Reserve	63
Investment Property Reserve	160
Macquarie Park Special Rate	448
Public Arts Reserve	-

ITEM 8 (continued)

Funding source	\$'000
Ryde Aquatic Leisure Centre (including Internal Loan)	350
Sec 94 Reserves	674
Unexpended Grants	278
General Revenue	2,491
TOTAL	6,455

It should be noted that last financial year, \$4.29 million of General Revenue was carried forward from 2012/2013.

In 2012/13 the amount of carryovers totalled \$14.84 million. This has decreased to \$6.46 million in proposed carry overs in 2013/14 which is a strong result and will continue to be monitored and reported for coming years.

Council's Capacity to undertake works

Each year when Council considers the level of carryovers, Council's capacity to undertake the level of work in the Delivery Plan plus the carryovers is raised and questioned as to whether Council does or does not have the capacity to do the works.

The following table shows for 2013/2014, the amount of project work (capital and non-capital) that has been budgeted and either done or anticipated to be completed.

	Capital	Non-Capital	Total
Original Budget	19,687	3,031	22,719
Carryover Budget	13,224	1,615	14,839
Quarter 1 Review	1,307	328	1,635
Quarter 2 Review	2,482	156	2,637
Quarter 3 Review	-524	-215	-739
Approved Budget	36,176	4,914	41,090
Carryovers Sought	5,343	1,112	6,455
Amount Expected to be completed	30,834	3,802	34,635
% of original budget	157%	125%	152%

What can be seen from this is that Council is on track to deliver a total of \$34.63 million in projects (\$30.83 million in capital and \$3.80 million in non-capital) or 152% of the original amount budgeted in the Delivery and Operational Plan.

ITEM 8 (continued)

Council started the year with \$22.72 million in projects (\$19.69 million in capital and \$3.03 million in non-capital) and have added some \$3.53 million in projects (\$3.26 million in capital and \$0.27 million in non-capital) through the three quarterly reviews, plus carried over projects of \$14.84 million (\$13.22 million in capital and \$1.62 million in non-capital) from last year.

It is recommended to carryover \$6.46 million (\$5.34 million in capital and \$1.11 million in non-capital), which means Council is on track to deliver a total of \$34.63 million in projects for the 2013/2014 year as detailed above.

Financial Implications

By Council resolving to carryover the funds/projects from 2013/2014 to 2014/2015 together with the supporting funding, there will be no impact on the available Working Capital, as the funds were already committed in the 2013/2014 budget and had been taken into account when calculating Council's available Working Capital.

Council has the option of not adopting any or all of the proposed carryovers, unless they fall into the exceptions within clause 211 of the Local Government Regulation, where works have been commenced under contract.

Conclusion

This report is produced for Council to consider the proposed carryover of funds/projects from the 2013/2014 financial year to the 2014/2015 financial year and it is recommended to carryover \$6.46 million of expenditure. This expenditure is funded in part by the use of \$2.49 million of General Revenue, together with external income sources and reserves which had been budgeted to in 2013/2014 financial year.

ITEM 8 (continued)

ATTACHMENT 1

Cost Centre	Project	Current Approved Budget	YTD Actuals	Amount Requested	Comments
5422014	Ryde Parramatta River Walk (POI p.43/57)	1,277,337	67,455	1,192,321	Project delayed due to delay in receiving federal funding, design completed and tender underway
5550014	Community Buildings Renewal	150,420	89,981	20,000	Renewal works in Heritage properties including Willandra & pending grant application
6930047	Ryde Youth Theatre Group	123,010	50,783	30,000	This project is funded over 4 years. A key component of the project is venue which is still being finalised.
6930068	Community Garden & Nursery	34,344	1,670	14,344	Project substantially commenced
7140610	Digital enhancement for Libraries	25,000	1,652	14,000	Linked to renewal of public PC project, delayed by staff resourcing issues
7140611	Renewal of Public PCs at Libraries	70,000	-	70,000	Delayed due to staff resourcing issues
7430300	Protecting Biodiversity in Ryde	60,000	5,000	55,000	Project funded over 2 years
7540026	Street Tree Planting Program	75,000	19,830	25,000	Project substantially commenced
7540027	Park & Open Space Tree Planting Program	26,894	5,131	5,000	Project substantially commenced
7630379	Feasibility study on synthetic fields	13,059	5,799	3,059	Funds to be used for tender specs
7640603	Elouera Reserve Upgrade	469,000	60,000	240,000	Project substantially commenced
7730070	Active in Ryde Program Implementation	18,651	7,310	8,651	Project substantially commenced
7740817	Implementation of Children Play Plan	3,000,000	249,468	1,200,000	Subsidised loan, commenced in November 2013, projects substantially commenced
7741010	Brush Farm Park Steps	32,377	-	2,377	Project substantially commenced with contractor engaged
7750011	Sportsfield Floodlighting Renewal	110,000	33,196	60,000	Project commenced with design completed
7750012	Sportsfield Upgrade & Renewal	669,580	475,091	40,000	Project substantially completed
7750015	Sportsground Amenities Upgrades Renewal	660,400	165,855	494,545	Tender rejected due to insufficient funds, renegotiating with respondents
7750016	Playground Renewal & Construction	652,778	532,581	102,778	Most of projects completed, Waterloo Park community outdoor gym substantially progressed.
7751011	Sportsfield Floodlighting Expansion	266,559	19,702	246,857	2 year project delayed due to community consultation and DA
7751015	Sportsground Amenities Upgrades Expansion	258,718	16,664	236,198	Delayed by community consultation, design and approvals for Santa Rosa Park amenities and offices at the
7840282	Surf Attraction Equipment - RALC	4,212,140	2,159,037	350,000	The delivery and installation of the shade structure for the Surf Attraction has been delayed through the
7840579	Mayoral Robes - new and display of old	4,500	-	4,500	Delayed due to obtaining direction and confirmation from the Mayor - planned for August 2014
2440740	TechOne Enhancements	440,177	202,695	206,500	This relates to the Project Management of existing modules, that will finish in 2014/2015, plus modules. Tree
2730299	Review Stormwater DCP and align WSUD	63,152	30,364	32,788	Project Commenced. After initial delays in scoping and finalising the first draft it is expected that the Draft DCP will
2830158	Electronic Development Assessment Project	233,300	-	233,300	Project re-scoped to include VPA and s94 register and processing as well as fee calculation. New scope to be
3230245	Youth Waste & Environment Project (YEP)	20,000	5,739	14,000	Project delayed due to event scheduling clash. Funds carried over to fund completion of project in 14/15.
4111087	Eastwood Master Plan	31,790	3,960	27,830	It is anticipated that additional studies will be required as a result of the outcomes of the community consultation
4130059	Section 94 Contribution Plan	181,166	120,793	50,000	The funds will allow the completion of the project -being S94a plan, new VPA policy and framework for process
4130062	Macquarie Park DCP	120,970	66,397	54,573	Council resolution dated 22 Oct 2013. The funds will allow the completion of the project -being S94a plan, new
4140791	Public Domain Upgrade Waterloo Rd	300,000	45,367	153,000	Project is stage 3 of the public domain upgrade to Waterloo Road. Construction works commenced in early May. The funds allow the completion of the project.
2011457	Community of Interest Network	74,500	-	74,500	Community of Interest Network
1630099	Internal Audit Quality Assessment	13,000	-	13,000	Project to be carried forward to next financial year in accordance with the determination of the Audit and Risk
1630214	Corruption Prevention System	10,000	-	10,000	Project carried forward in accordance with endorsed action by the Audit and Risk Committee. This is to be
1830550	Community Council Meetings	39,100	6,518	29,924	Carry over required. Budget has not been spent this year as it was held for a potential consultation that is awaiting
6530458	Web Content Management System	170,696	6,750	163,946	Carry over required. Currently in the final stages of the RFQ process for a supplier. Additional information sought
6530495	Market Segmentation Study	100,000	58,971	40,568	Carry over required. Budget has not been spent this year as it was held for a potential consultation that is awaiting
2230284	PMCOH System Development	35,000	16,598	4,402	Project substantially completed
4740001	Bus Shelters - new	42,440	6,366	10,000	Budget insufficient for second shelter, and residual funds proposed for carryover to allow 2 shelters for 2014/15.
4930006	Bridge Upgrade / Renewal	106,090	17,590	80,000	Funds to be carried over in order to complete remaining works in 2014/15
4930517	Meadowbank/Gladesville Traffic Study	143,615	62,373	78,000	Delayed due to tie in with Morrison Rd (east of Church St) issues, which was subject to major consultation project
5140570	Shrimplons Ck - Bioretention Basin	416,062	42,823	200,000	Construction is commencing in Q4 and will be completed in Q1 2014/15
5620014	West Ryde Community Facility - (Flout & Project Man)	249,755	15,432	234,323	Project to cease when Coles development in West Ryde has been completed and all matters have been settled
5650019	Commercial Buildings Renewal	250,000	68,213	160,000	Project delayed due to Council approval to proceed with 6 Reserve Road in May 2014, funds carried over to
6130559	Living on the Block (WASIP)	142,029	71,387	60,000	Project substantially commenced with remaining work to be finalised in 2014/15
6130560	No Littering - Eastwood	50,000	8,267	30,000	Carryover due to the delay of EPA approval
8530162	GPIMS - System Development	128,450	41,749	80,000	Required for implementation of stage 2 - integration and development of mobility functionality for field staff
TOTAL				6,455,284	

ITEM 8 (continued)

ATTACHMENT 1

Cost Centre	Project	Current Approved Budget	YTD Actuals	Amount Requisitioned	Comments
	Broader Scope for Efficiencies			642	
	Delayed - Community Consultation			447	
	Delayed - Council Resolution			331	
	Delayed - Matching funds			55	
	Already approved by a Council Resolution			415	
	Delayed - Staff Changes			84	
	Delayed - Supply of Materials			385	
	Projects in Operational Funding			-	
	Substantially Commenced, Tended, and/or Contracts Signed			4,097	
	Total			6,455	
	Government Grants			1,273	
	Contributions			235	
	Asset Replacement Reserve			484	
	Domestic Waste Reserve			63	
	Investment Property Reserve			160	
	Macquarie Park Special Rate			448	
	Ryde Aquatic Leisure Centre (including Internal Loan)			350	
	Sec 94 Reserves			674	
	Unexpended Grants			278	
	Loan			1,200	
	Carryover Works Reserve - General Revenue			1,291	
	Total			6,455	

ITEM 8 (continued)

ATTACHMENT 2

Cost Centre	Project	Current Approved Budget	YTD Actuals	Reserve Amount	Comments
1630214	Corruption Prevention System	10,000	-	10,000	Project carried forward in accordance with endorsed action by the Audit and Risk Committee. This is to be programmed in the Internal Audit plan for 2014/15
2440740	TechOne Enhancements	440,177	202,695	206,500	This relates to the Project Management of existing modules, that will finish in 2014/2015, plus modules, Tree Register, TRIM integration, and scoping for modules for 2015/2016, Name amalgamation, Property Leases, Service Management and Mobility.
2630158	Electronic Development Assessment Project	233,300	-	233,300	Project re-scoped to include VPA and s94 register and processing as well as fee calculation. New scope to be finalised in Q1 14/15, in line with available software solutions and budget.
3230245	Youth Waste & Environment Project (YEP)	20,000	5,739	14,000	Project delayed due to event scheduling clash. Funds carried over to fund completion of project in 14/15.
4111087	Eastwood Master Plan	31,790	3,960	15,000	It is anticipated that additional studies will be required as a result of the outcomes of the community consultation of the draft master plan undertaken for the Centre
4130059	Section 94 Contribution Plan	181,166	120,793	50,000	The funds will allow the completion of the project -being S94a plan, new VPA policy and framework for process and procedures
4130062	Macquarie Park DCP	120,970	66,397	54,573	Council resolution dated 22 Oct 2013. The funds will allow the completion of the project -being S94a plan, new VPA policy and framework for process and procedures
4140791	Public Domain Upgrade Waterloo Rd	300,000	45,367	153,000	Project is stage 3 of the public domain upgrade to Waterloo Road. Construction works commenced in early May. The funds allow the completion of the project.
5140570	Shrimplons Ck - Bioretention Basin	416,062	42,823	200,000	Construction is commencing in Q4 and will be completed in Q1 2014/15
5620014	West Ryde Community Facility - (Fitout & Project Man)	249,755	15,432	234,323	Project to cease when Coles development in West Ryde has been completed and all matters have been settled
5650019	Commercial Buildings Renewal	250,000	68,213	160,000	Project delayed due to Council approval to proceed with 6 Reserve Road in May 2014, funds carried over to complete construction in 2014/15
6130559	Living on the Block (WASIP)	142,029	71,387	60,000	Project substantially commenced with remaining work to be finalised in 2014/15
6130560	No Littering - Eastwood	50,000	8,267	25,000	Carryover due to the delay of EPA approval
6530458	Web Content Management System	170,696	6,750	88,000	Carry over required. Currently in the final stages of the RFQ process for a supplier. Additional information sought from short list of suppliers to ensure the new website meets the needs of the business and City of Ryde's customers.
7640603	Elouera Reserve Upgrade	468,000	60,000	240,000	Project substantially commenced
7730070	Active in Ryde Program Implementation	18,651	7,310	2,891	Project substantially commenced
7750011	Sportsfield Floodlighting Renewal	110,000	33,196	30,500	Project commenced with design completed
7750012	Sportsfield Upgrade & Renewal	669,580	475,091	40,000	Project substantially completed
7751015	Sportsground Amenities Upgrades Expansion	258,718	16,664	219,534	Delayed by community consultation, design and approvals for Santa Rosa Park amenities and offices at the Habitat
7840282	Surf Attraction Equipment - RALC	4,212,140	2,159,037	350,000	The delivery and installation of the shade structure for the Surf Attraction has been delayed through the manufacturing process in China - whilst it is likely to be installed before June 30, funds will be expended next financial year.
8530162	GPIMS - System Development	128,450	41,749	80,000	Required for implementation of stage 2 - integration and development of mobility functionality for field staff
TOTAL				2,466,621	

ITEM 8 (continued)

ATTACHMENT 2

Cost Centre	Project	Current Approved Budget	YTD Actuals	Reserve Amount	Comments
	Broader Scope for Efficiencies			642	
	Delayed - Community Consultation			447	
	Delayed - Council Resolution			331	
	Delayed - Matching funds			55	
	Already approved by a Council Resolution			415	
	Delayed - Staff Changes			84	
	Delayed - Supply of Materials			385	
	Substantially Commenced, Tendered, and/or Contracts Signed			4,097	
	Total			6,455	
	Carryover Government Grants			1,273	
	Carryover Contributions			225	
	Carryover Asset Replacement Reserve			484	
	Carryover Domestic Waste Reserve			63	
	Carryover Investment Property Reserve			160	
	Carryover Macquarie Park Special Rate			448	
	Carryover Ryde Aquatic Leisure Centre			350	
	Carryover Sec 94 - Reserves			674	
	Unexpended Grants			288	
	Carryover Loans			1,200	
	Carryover Works Reserve - General Revenue			1,291	
	Total			6,455	

9 INVESTMENT REPORT - May 2014

Report prepared by: Chief Financial Officer
File No.: GRP/09/3/11 - BP14/706

REPORT SUMMARY

This report details Council's performance of its investment portfolio for May 2014 and compares it against key benchmarks. The report includes the estimated market valuation of Council's investment portfolio, loan liabilities, an update on Council's legal action against various parties and a commentary on significant events in global financial markets.

Council's financial year to date return is 4.17%, which is 1.49% above benchmark. Income from interest on investments and proceeds from sale of investments totals \$3.8 million, \$376K above revised budget projections. The additional funds belong to Section 94 Reserve funds on hand, and do not improve Council's Working Capital position.

RECOMMENDATION:

That Council endorse the report of the Chief Financial Officer dated 2 June 2014 on Investment Report – May 2014.

ATTACHMENTS

1 P11 Investment Report May 2014 Attachment

Report Prepared By:

John Todd
Chief Financial Officer

Report Approved By:

Shane Sullivan
Acting Group Manager - Corporate Services

ITEM 9 (continued)

Discussion

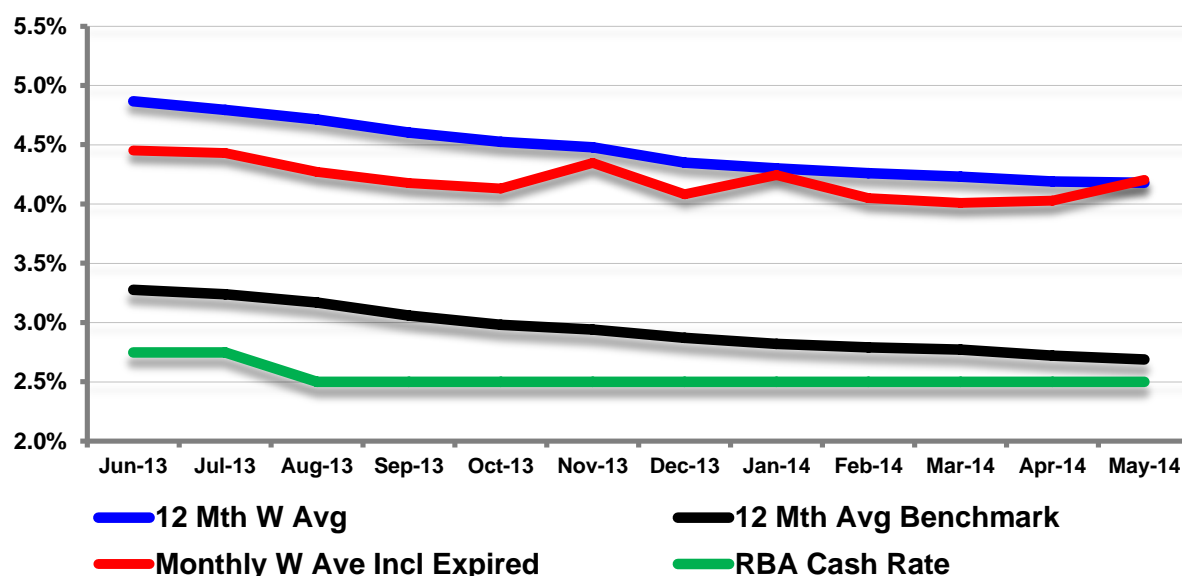
Council's Responsible Accounting Officer, is required to report monthly on Council's Investment Portfolio and certify that the Investments are held in accordance with Council's Investment Policy and Section 625 of the Local Government Act.

Investment Performance Commentary

Council's performance against the benchmark for returns of its investment portfolio for May 2014 and the past 12 months are as follows:

	May	12 Mth	FYTD
Council Return	4.20	4.18	4.17
Benchmark	2.68	2.69	2.68
Variance	1.52	1.49	1.49

Performance - All Investments



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

Cash/Term Deposits	\$87.4M	82.2%
Floating Rate Notes	\$16.9M	15.9%
Fixed Rate Bonds	\$2.0M	1.9%
Total Cash Investments	\$106.3M	

Council's investment properties are shown on **Attachment 1**, and this table will be updated once those properties are either revalued (those that are valued) or valued (those that currently are not valued) in accordance with the revaluation process, in compliance with the Australian Accounting Standards.

ITEM 9 (continued)

Council continues to utilise the Federal Government's current guarantee (\$250K) investing in Term Deposits with a range of Authorised Deposit Taking Institutions (ADI's) on short to medium term investments (generally 30 days to six months maturity) where more competitive rates are available.

Whilst Council has moved some of its investment portfolio out to longer terms, locking in some of the returns, there is approximately \$35.7 million of Council's funds are held in internal reserves. Should Council consider utilising its internal reserves, this will have a direct impact on the amount of investment income that will be realised and will require a reduction in the future projected investment income and will place pressure on Council to be able to maintain its current level of expenditure on Capital or Maintenance.

Council's income from investments is being revised upward, due mainly to Council having more funds on hand for Section 94 contributions, with investment income for General Revenue remaining steady.

In August 2013 Council revised its investment policy to include delegated authority for the Chief Financial Officer (CFO) to place \$2M investments and for the Group Manager Corporate Services to place \$4M investments (up from \$1M), and to disallow both foreign owned ADIs and unrated ADIs with less than \$1B in assets.

The effect of these changes has been minimal. The larger permissible investment size is more efficient, but has had no material effect on rates offered to Council. This is because Council is considered an Institutional Investor, and therefore is "sticky" in the market.

The restriction on foreign owned ADIs and smaller institutions has had a minimal impact on rates returned to council. The estimated impact has been a reduction in returns to Council of 4-8 bps (0.04% to 0.08%)

With the appointment of Council's Investment Advisor Service, as reported to Council on 13 May 2014, the new advisors will be undertaking a review of the performance of Council's Investment portfolio as part of that appointment, which will be reported back to Council.

Financial Security Reserve (FSR)

The Financial Security Reserve has a balance of \$3.44 million as at 31 May with no movements this year. A detailed transaction history is included in the attachment **(ATTACHMENT 1)**.

Council has resolved to transfer all proceeds and interest earned on written down investments to this reserve.

ITEM 9 (continued)**Economic Commentary**

The RBA left the cash rate on hold at 2.50% again this month, and economic readings softened in March compared to January and February, as the Federal budget was seen as presenting a modest headwind for economic growth over the next few years. March building approvals were down by 3.5% in March, and our trade surplus dropped to \$0.7B from \$1.1B in February.

After a softer patch in Q1 2014, economic data suggests that global growth is starting to pick up again. The US reading of Q1 GDP was a decrease of 0.1%, down from 2.6% in Q4 2013. This weakness was attributed (in part at least) to an unusually severe winter across the US. In encouraging signs, sales of new homes were up by 6.4% in April, with sales of existing homes up by 1.3%. Durable goods orders increased by 2.6%, and non-farm payrolls increased by 288K, with the unemployment rate falling to 6.3%.

In China, economic readings were a little softer than expected, with concerns continuing regarding the residential property market. This has had the effect of dragging the iron ore price down.

In the EU, Q1 GDP was a disappointing 0.2% increase, with Germany up 0.8%, Spain up 0.4%, with France flat and Italy shrinking by 0.1%. In the UK, GDP was up by 0.8% quarter-on-quarter (q-o-q) and by 3.1% year-on-year (y-o-y). Low inflation rates have lead markets to believe that the ECB may reduce their rates to zero or introduce a US style quantitative easing program.

Legal Issues

As previously reported to Council, the LGFS Rembrandt CDO Investment and the Grange (Lehman Brothers) IMP Investment are currently before the Courts. Council, at its meeting on 17 July 2012, endorsed being a third party to an action against the Commonwealth Bank (CBA).

The following update is provided in respect of Council's legal action in these matters due to recent developments.

Lehman / Grange IMP

On Friday 21 September 2012, Justice Rares handed down the judgment in this matter, which was in favour of the Councils involved in this legal action. This was reported to Council in the September Investment Report.

On 25 September 2013 the Federal Court approved the calling of a meeting of Scheme Creditors of Lehman Australia to consider the proposed Insurance Only Scheme. The applicants and group members in the Lehman Australia class action are Scheme Creditors.

ITEM 9 (continued)

The Scheme is now subject to Court approval. The application was listed for hearing on 31 October 2013. The Scheme was approved by the Court on 9 December 2013, all Scheme Creditors are now bound by the Scheme irrespective of whether they have voted for it or even if they voted against it. It is expected that settlement will occur shortly. Council has received a counter offer from Lehman Brothers Australia Limited (in Liquidation), which was \$27k less than the amount claimed. This offer has been accepted by the Acting General Manager under delegated authority.

While the above court action has been proceeding, the related investments of the Lehman / Grange IMP (Merimbula and Global Bank Note) have been finalised and paid to Council. As previously reported, Council has received \$752k for these investments representing full payment of the principal and interest.

LGFS – Rembrandt

On 5 November 2012, Federal Court Justice Jayne Jagot ruled that Councils were entitled to succeed in their claim for damages against LGFS, ABN AMRO and Standard & Poors (S&P). This result vindicates Council's Investment in this product with Justice Jayne Jagot finding that LGFS, ABN AMRO and S&P had collectively been responsible for misleading and deceptive conduct and negligent misrepresentation of this investment to Councils.

On 1 March 2013, the Federal Court of Australia awarded compensation and costs to Councils against S&P. Council was awarded \$933K principal (equivalent to the balance outstanding) and \$331K in interest. Of this, 70% is payable to IMF for their funding of the legal action, resulting in a net benefit to Council of approximately \$382K, which was paid to Council on 4 April 2013.

A teleconference was held on 4 November with the other Councils involved to discuss GST issues, should a settlement be reached.

An appeal has been lodged in relation to this matter, and commenced prior to 6 March 2014.

The Full Court handed down its judgement on the appeal on Friday 6 June 2014, where the appeal was dismissed, and all the findings of the primary judge, Justice Jagot, were upheld.

Accordingly the Full Court held that each of LGFS, ABN Amro and S&P are individually liable for 100% of Council's losses. The primary orders held them liable for 1/3 each. We have already received payment from each of the respondents, as indicated above. Costs of the appeal will be sought, and once known Council will be advised.

ITEM 9 (continued)**CBA – Oasis and Palladin**

Council has endorsed City of Ryde being a third party to an action against CBA in relation to the Oasis CDO investments for \$1 million that Council has written down to zero. A mediation session occurred with CBA on 8 October 2013. The mediation was adjourned to allow certain steps to take place and the parties are continuing to engage in without prejudice discussions, and will not be known until later in 2014.

Whilst Council had written off the Oasis investment, the investment had one further default until it completely defaulted. As previously reported, Council sold the Oasis investment at 35.7 cents in the dollar on the remaining principal of \$625k, being \$223,337. Should Council be successful in this legal action, then this will be taken into account as part of any settlement.

As part of this action, Council is also a party to action against CBA for its investment in the Palladin CDO, of which Council held \$2 million. This investment defaulted in October 2008.

Loan Liability

Council's loan liability as at 31 May 2014 was \$5.7 million which represents the balance of:

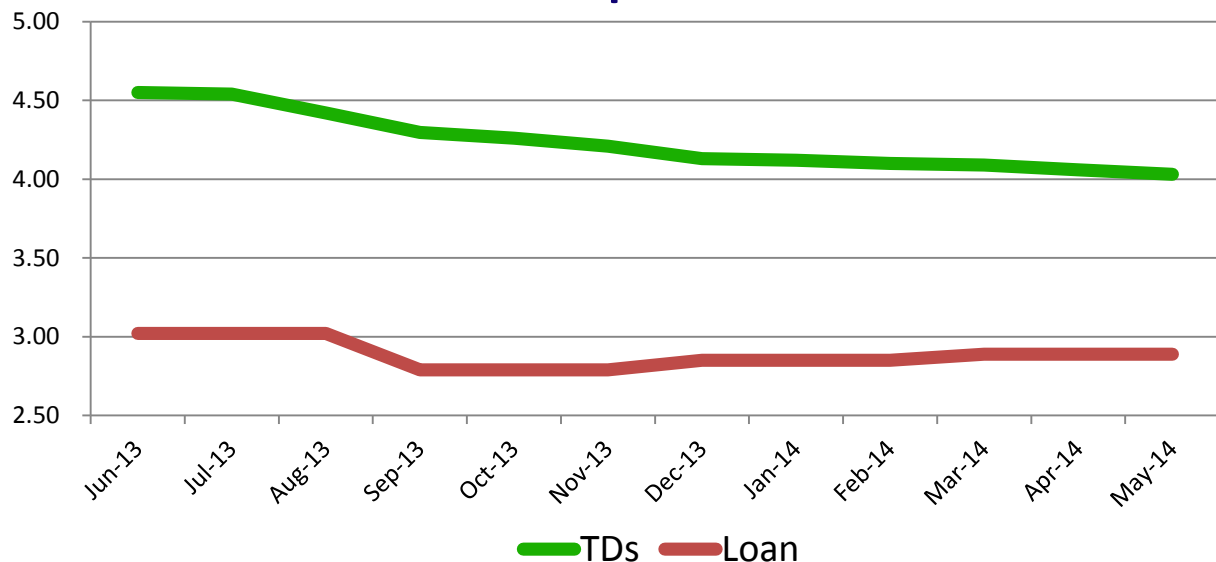
1. 15 year loan drawn down in 2004 at 90 Day BBSW + 20 basis points for the Civic Centre Redevelopment and refinancing the West Ryde Tunnel. The interest rate for this loan is reset every quarter
2. \$1.5M 10 year loan drawn down 31 January 2014 at 180 day BBSW +175 basis points for the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 2. The interest rate for this loan is reset every six months
3. \$1.2M 7 year loan drawn down 31 January 2014 at 5.24% for construction of the Surf Attraction at the RALC

There is no advantage to Council in changing the arrangements or repaying loan 1 above earlier than planned. Council is receiving a better rate of return on its investments than it is paying on loan 1 above. The following graph shows the gap between the average interest rate earned on Council's term deposits (top line) compared to the interest rate applying to loan 1 above (bottom line).

In the 2014-2018 Draft Delivery Plan, Council has budgeted to drawdown another \$1.5M in loans for Phase 2 of the Children's Play Implementation Plan, which is also subject of an application under LIRS – Round 3. It is anticipated that this loan will be drawn down in July 2014.

ITEM 9 (continued)

Term Deposits/Loan Interest Rate Comparison



NB: This graph only compares the 2004 NAB loan.

Debt Service Ratio

It should be noted that whilst Council's debt service ratio is low, all of Council's funds are committed to operational costs and projects of a capital and non-capital nature. This means that Council does not have the capacity to take on any additional debt without a new dedicated revenue stream to fund the loan repayments, or cutting services or capital expenditure.

Debt Service Ratio		
Category 3 Councils	2010/11 ⁽¹⁾	2.87%
City of Ryde	2012/13	0.68%

(1) Comparative data for 2011/12 was released by the Division of Local Government (DLG) in October 2013, but it did not include Debt Service Ratio.

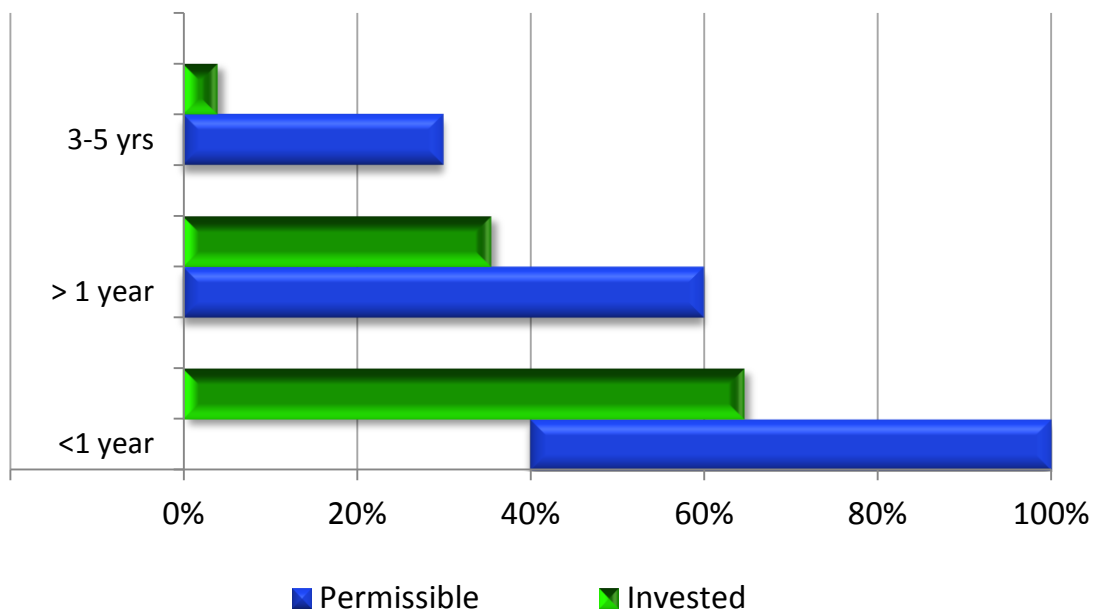
ITEM 9 (continued)

Policy Limits

The following graph shows the limits, as a percentage of total cash investments, of the amounts by period, as allowed under Council's policy, and comparing them to the amounts actually invested, as a percentage of total cash investments.

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

Policy Limits on Maturities



ITEM 9 (continued)

INVESTMENT SUMMARY AS AT 31 MAY 2014

Issuer	Investment Name	Investment Rating	Invested at 31-May-14 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2013	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Westpac	1. Westpac At Call	AA-	5,186	2.33	2.49	2.49	4.88	5,186	100.00%
Bank of Queensland	2. Bank of Queensland TD	A-	750	3.60	3.93	3.88	0.71	750	100.00%
CBA	3. Bankwest Term Deposit	AA-	2,000	3.60	3.49	3.49	1.88	2,000	100.00%
NAB	4. NAB Term Deposit	AA-	1,000	3.80	3.95	3.92	0.94	1,000	100.00%
Westpac	5. Westpac Term Deposit	AA-	1,000	4.35	4.35	4.35	0.94	1,000	100.00%
Westpac	6. Westpac Term Deposit	AA-	500	4.95	4.95	4.95	0.47	500	100.00%
NAB	7. NAB Term Deposit	AA-	1,000	4.08	6.18	6.14	0.94	1,000	100.00%
AMP	8. AMP TD	A	1,000	4.00	4.04	4.02	0.94	1,000	100.00%
Westpac	9. Westpac Term Deposit	AA-	500	4.00	4.00	4.00	0.47	500	100.00%
MyState CU	10. MyState CU TD	BBB	1,000	3.84	3.84	3.84	0.94	1,000	100.00%
NAB	11. NAB Term Deposit	AA-	2,000	4.10	3.99	3.98	1.88	2,000	100.00%
P&N Bank	12. P&N Bank	Unrated	500	3.59	4.02	4.00	0.47	500	100.00%
CBA	13. Bankwest Term Deposit	AA-	2,000	3.53	3.52	3.52	1.88	2,000	100.00%
CBA	14. Bankwest TD	AA-	2,000	3.60	3.55	3.54	1.88	2,000	100.00%
CBA	15. Bankwest TD	AA-	2,000	3.45	3.51	3.51	1.88	2,000	100.00%
CBA	16. Bankwest Term Deposit	AA-	1,500	3.55	3.64	3.57	1.41	1,500	100.00%
NAB	17. NAB Term Deposit	AA-	2,000	3.97	4.17	4.13	1.88	2,000	100.00%
Beyond Bank	18. Beyond Bank TD	BBB+	500	3.81	3.88	3.88	0.47	500	100.00%
Bendigo and Adelaide Bank	19. Bendigo Bank TD	A-	1,000	4.10	4.10	4.10	0.94	1,000	100.00%
Hunter United Credit Union	20. Hunter United Credit Union TD	Unrated	500	3.90	3.97	3.94	0.47	500	100.00%
CUA	21. Credit Union Australia TD	BBB+	500	3.85	4.31	4.30	0.47	500	100.00%
Peoples Choice CU	22. Peoples Choice CU	BBB+	500	3.65	3.83	3.79	0.47	500	100.00%
Rural Bank	23. Rural Bank	A-	1,000	6.48	6.48	6.48	0.94	1,000	100.00%
Banana Coast CU	24. Bananacoast CU TD	Unrated	500	4.25	4.28	4.25	0.47	500	100.00%
B&E Ltd	25. B & E Building Soc TD	Unrated	500	3.90	3.97	3.94	0.47	500	100.00%
CBA	26. CBA TD	AA-	2,000	5.76	5.76	5.76	1.88	2,000	100.00%
Me Bank	27. ME Bank TD	BBB+	1,000	3.78	4.19	4.18	0.94	1,000	100.00%
Macquarie Bank	28. Macquarie Bank Term Deposit	A	500	4.15	4.19	4.17	0.47	500	100.00%
CBA	29. Bankwest Term Deposit	AA-	1,000	7.00	7.00	7.00	0.94	1,000	100.00%
IMB	30. IMB TD	BBB	2,000	3.55	3.67	3.65	1.88	2,000	100.00%
Summerland CU	31. Summerland CU TD	Unrated	250	5.05	5.05	5.05	0.24	250	100.00%
Wide Bay CU	32. Wide Bay CU TD	BBB	500	3.78	4.05	4.00	0.47	500	100.00%
Heritage Bank	33. Heritage Bank	A-	1,000	3.80	3.85	3.85	0.94	1,000	100.00%
AMP	34. AMP Business Saver	A	996	3.41	3.50	3.47	0.94	996	100.00%
South West CU	35. South West CU TD	Unrated	500	4.20	4.20	4.20	0.47	500	100.00%
CBA	36. CBA Term Deposit	AA-	1,000	4.55	4.55	4.55	0.94	1,000	100.00%
Gateway CU	37. Gateway CU TD	Unrated	500	4.10	4.10	4.10	0.47	500	100.00%
Newcastle Perm Bldg Soc	38. Newcastle Perm Bldg Soc	BBB+	1,000	3.55	3.80	3.77	0.94	1,000	100.00%
Greater Bldg Soc	39. Greater Bldg Soc TD	BBB	1,000	3.68	4.11	4.09	0.94	1,000	100.00%
The Rock Bldg Soc	40. The Rock Bldg Soc TD	BBB	1,000	3.84	3.84	3.84	0.94	1,000	100.00%
AMP	41. AMP TD	A	1,000	7.14	7.14	7.14	0.94	1,000	100.00%
WaW CU	42. WAW CU Coop	Unrated	500	3.91	3.95	3.93	0.47	500	100.00%
CBA	43. CBA TD	AA-	2,000	3.44	3.54	3.45	1.88	2,000	100.00%
CBA	44. CBA TD	AA-	1,000	3.27	3.62	3.56	0.94	1,000	100.00%
Rabobank	45. Rabodirect At-call	AA	5	3.04	3.09	3.08	0.00	5	100.00%
Me Bank	46. ME Bank At Call Account	BBB	1,672	3.14	3.20	3.18	1.57	1,672	100.00%
NAB	47. NAB FRN	AA-	999	3.97	4.00	3.98	0.94	1,014	101.53%
CBA	48. CBA FRN	AA-	1,000	3.92	3.91	3.88	0.94	1,015	101.50%
Westpac	49. Westpac FRN	AA-	998	3.95	3.93	3.92	0.94	1,011	101.26%
CBA	50. CBA FRN	AA-	999	3.98	3.96	3.94	0.94	1,014	101.50%
NAB	51. NAB FRN	AA-	996	4.15	4.18	4.16	0.94	1,011	101.53%
NAB	52. NAB FRN	AA-	996	4.14	4.16	4.14	0.94	1,011	101.53%
CBA	53. CBA FRN	AA-	996	4.15	4.13	4.10	0.94	1,011	101.50%
ANZ	54. ANZ FRN	AA-	995	4.16	4.14	4.13	0.94	1,008	101.33%
NAB	55. NAB Fixed MTN	AA-	996	6.30	6.26	6.26	0.94	1,064	106.80%

ITEM 9 (continued)

Issuer	Investment Name	Investment Rating	Invested at 31-May-14 \$000's	Annualised Period Return (%)	12 Month Average Return on Current Investments	Return since 01 July 2013	% of Total Invested	Indicative Market Value ** \$000's	% Market Value
Westpac	56. Westpac Fixed MTN	AA-	998	6.20	6.22	6.22	0.94	1,066	106.78%
Macquarie Bank	57. Macquarie Bank TD	A	500	6.50	6.50	6.50	0.47	500	100.00%
CBA	58. CBA Retail Bond	AA-	962	4.43	4.43	4.39	0.91	963	100.07%
Bendigo and Adelaide Bank	59. Delphi Bank TD	Unrated	250	6.05	6.05	6.05	0.24	250	100.00%
Me Bank	60. ME Bank TD	BBB+	1,000	3.83	3.96	3.93	0.94	1,000	100.00%
CBA	61. CBA Retail Bonds	AA-	495	4.64	4.64	4.60	0.47	495	100.07%
CBA	62. CBA Retail Bonds	AA-	494	4.66	4.66	4.63	0.46	494	100.07%
Bank of Queensland	63. Bank of Queensland TD	A-	1,000	5.15	4.85	4.91	0.94	1,000	100.00%
Bank of Queensland	64. Bank of Queensland TD	A-	2,000	4.10	4.04	4.02	1.88	2,000	100.00%
Investec	65. Investec TD	BBB-	250	6.15	6.15	6.15	0.24	250	100.00%
IMB	66. IMB TD	BBB	1,000	3.55	3.53	3.53	0.94	1,000	100.00%
CBA	67. CBA Retail Bond	AA-	495	4.59	4.60	4.57	0.47	495	100.07%
Westpac	68. St George TD	AA-	1,000	4.05	4.08	4.07	0.94	1,000	100.00%
CBA	69. CBA Retail Bond	AA-	495	4.57	4.57	4.54	0.47	495	100.07%
Rural Bank	70. Rural Bank TD	A-	1,000	3.58	3.78	3.72	0.94	1,000	100.00%
ING	71. ING Floating Rate TD	A-	1,000	5.04	5.05	5.03	0.94	1,000	100.00%
Westpac	72. St George TD	AA+	1,000	4.05	4.05	4.05	0.94	1,000	100.00%
Bank of Queensland	73. Bank of Queensland TD	A-	1,000	3.75	3.99	3.94	0.94	1,000	100.00%
NAB	74. NAB TD	AA-	1,000	4.80	4.80	4.80	0.94	1,000	100.00%
Me Bank	75. ME Bank TD	BBB+	1,000	3.75	4.15	4.13	0.94	1,000	100.00%
Bank of Queensland	76. Bank of Queensland FRN	A-	2,000	4.33	4.33	4.32	1.88	2,026	101.30%
Goldfields Money Ltd	77. Goldfields Money Ltd TD	Unrated	250	4.20	4.20	4.20	0.24	250	100.00%
Bendigo and Adelaide Bank	78. Bendigo Bank TD	A-	1,000	3.70	3.84	3.75	0.94	1,000	100.00%
Bendigo and Adelaide Bank	79. Bendigo & Adelaide Bank FRN	A-	1,000	3.91	3.89	3.88	0.94	1,006	100.56%
CBA	80. CBA TD	AA-	1,000	3.58	3.64	3.63	0.94	1,000	100.00%
NAB	81. NAB TD	AA-	1,000	3.80	3.88	3.88	0.94	1,000	100.00%
NAB	82. NAB Term Deposit	AA-	1,000	4.15	4.15	4.15	0.94	1,000	100.00%
NAB	83. NAB Term Deposit	AA-	1,000	4.27	4.27	4.27	0.94	1,000	100.00%
Macquarie Bank	84. Macquarie Bank TD	A	750	3.90	3.87	3.87	0.71	750	100.00%
AMP	85. AMP Term Deposit	A+	2,000	3.92	3.90	3.90	1.88	2,000	100.00%
Bank of Queensland	86. Bank of Queensland TD	A-	2,000	3.75	3.80	3.80	1.88	2,000	100.00%
NAB	87. NAB TD	AA-	2,000	3.83	3.83	3.83	1.88	2,000	100.00%
Bendigo and Adelaide Bank	88. Bendigo and Adelaide Bank FRN	A-	2,000	4.00	3.95	3.95	1.88	2,015	100.73%
Rural Bank	89. Rural Bank TD	A-	2,000	3.68	3.72	3.72	1.88	2,000	100.00%
Wide Bay CU	90. Wide Bay CU TD	BBB	1,000	3.68	3.71	3.71	0.94	1,000	100.00%
Newcastle Perm Bldg Soc	91. Newcastle Perm Bldg Soc	BBB+	1,000	3.55	3.60	3.60	0.94	1,000	100.00%
Westpac	92. WBC Floating TD	AA-	1,000	3.69	3.64	3.64	0.94	1,000	100.00%
CUA	93. CUA FRN	BBB+	1,000	4.02	4.02	4.02	0.94	1,000	100.00%
Beyond Bank	94. Beyond Bank TD	BBB+	1,000	3.37	3.53	3.53	0.94	1,000	100.00%
Peoples Choice CU	95. Peoples Choice CU TD	BBB+	1,000	3.72	3.72	3.72	0.94	1,000	100.00%
CUA	96. CUA TD	BBB+	1,000	3.75	3.75	3.75	0.94	1,000	100.00%
NAB	97. NAB Flexi TD 2	AA-	1,000	3.75	3.75	3.75	0.94	1,000	100.00%
Banana Coast CU	98. Bananacoast CU TD	Unrated	1,000	3.90	3.90	3.90	0.94	1,000	100.00%
Bank of Queensland	99. Bankwest TD	AA-	1,000	3.45	3.45	3.45	0.94	1,000	100.00%
			106,273	4.03	4.10	4.08	100	106,573	

*Monthly returns when annualised can appear to exaggerate performance

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

Return including Matured/Traded Investments

Weighted Average Return

Benchmark Return: UBSA 1 Year Bank Bill Index (%)

Variance From Benchmark (%)

	May	12 Mth	FYTD
Weighted Average Return	4.20	4.18	4.17
Benchmark Return: UBSA 1 Year Bank Bill Index (%)	2.68	2.69	2.68
Variance From Benchmark (%)	1.52	1.49	1.49

Investment Income

	\$000's
This Period	365
Financial Year To Date	3,795
Budget Profile	3,419
Variance from Budget - \$	376

ITEM 9 (continued)

Certificate of the Chief Financial Officer (Responsible Accounting Officer)

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

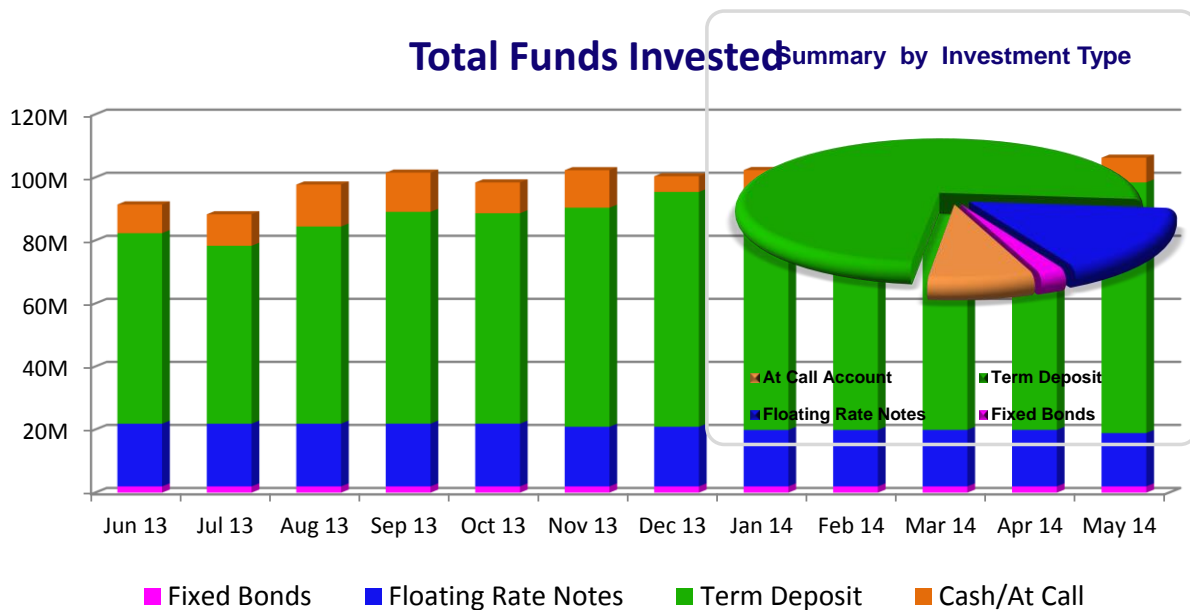


John Todd Date: 2/6/2014

Analysis of investments

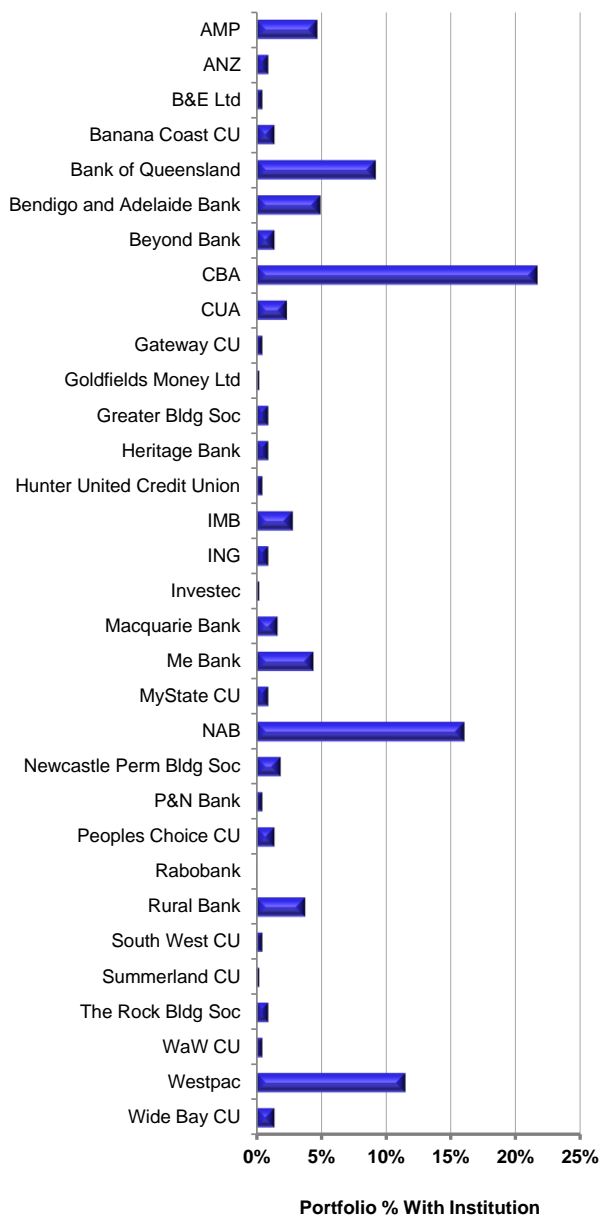
The following graphs show analysis of the total cash investments by:

- Type of investment
- Institution
- Duration
- Rating

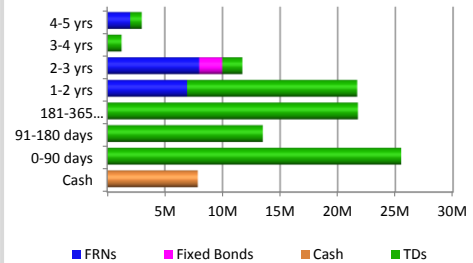


ITEM 9 (continued)

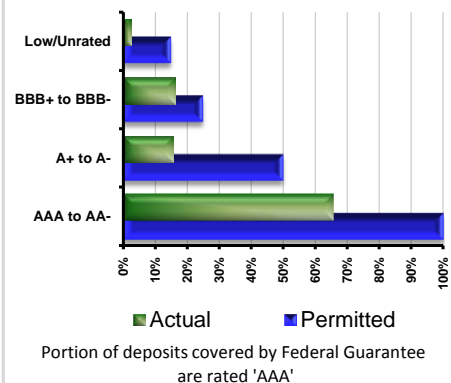
Active Investment by Institution



Summary by Duration



Investment Summary by Rating



	>365 days	<365 days
Cash/TDs	\$18.8M	\$68.6M
FRNs	\$16.9M	\$0.0M
Fixed Bonds	\$2.0M	\$0.0M
	\$37.7M	\$68.6M

ITEM 9 (continued)**Context**

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

Financial Implications

Income from interest on investments and proceeds from sales of investments totals \$3.8 million, being \$376K above revised budget projections. The additional funds belong to Section 94 Reserve funds on hand and do not improve Council's Working Capital.

The Financial Security Reserve has a current balance of \$3.44 million.

ITEM 9 (continued)

ATTACHMENT 1

Council's Property Investment Portfolio

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

2 Dickson Avenue, West Ryde
1A Station Road, West Ryde
8 Chatham Road, West Ryde
202 Rowe Street, Eastwood
226 Victoria Road, Gladesville
7 Anthony Road, West Ryde Car Park site, West Ryde
Herring Road Air Space Rights
7 Coulter Street, Coulter St Car Park, Gladesville
6-12 Glen Street, Glen Street Car Park, Eastwood
2 Pittwater Road, John Wilson Car Park, Gladesville
150 Coxs Road, Cox Rd Car Park, North Ryde
33-35 Blaxland Road, Argyle Centre, Ryde
19-21 Church Street and 16 Devlin Street, Ryde
1 Constitution Road, Operations Centre, Ryde
741-747 Victoria Road, Ryde
53-71 Rowe Street, Eastwood
6 Reserve Street, West Ryde

Benchmark

The Australian UBS Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days.

Types of Investments

The following are the types of investments held by Council:

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

A Floating Rate Note (FRN) is a debt security issued by a company with a variable interest rate. This can either be issued as Certificates of Deposit (CD) or as Medium Term Notes (MTN). The interest rate can be either fixed or floating, where the adjustments to the interest rate are usually made quarterly and are tied to a certain money market index such as the Bank Bill Swap Rate.

A Fixed Rate Bond is a debt security issued by a company with a fixed interest rate over the term of the bond.

ITEM 9 (continued)

ATTACHMENT 1

Credit Rating Information

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

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

- AAA: the best quality companies, reliable and stable
 - AA: quality companies, a bit higher risk than AAA
 - A: economic situation can affect finance
 - BBB: medium class companies, which are satisfactory at the moment
 - BB: more prone to changes in the economy
 - B: financial situation varies noticeably
 - CCC: currently vulnerable and dependent on favourable economic conditions to meet its commitments
 - CC: highly vulnerable, very speculative bonds
 - C: highly vulnerable, perhaps in bankruptcy or in arrears but still continuing to pay out on obligations
 - D: has defaulted on obligations and it is believed that it will generally default on most or all obligations
- Note: Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

Council's Investment Powers

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

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

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

Local Government Act 1993 - Section 625
Local Government Act 1993 - Order (of the Minister) dated 12 January 2011
The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
Local Government (Financial Management) Regulation 1993
Investment Guidelines issued by the Department of Local Government

ITEM 9 (continued)

ATTACHMENT 1

Financial Security Reserve Transactional History

Starting Balance	8,000,000.00	10 Oct 2008
Write off Constellation	(1,000,000.00)	10 Oct 2008
Write off Rembrandt	(1,000,000.00)	10 Oct 2008
Write off Palladin	(2,000,000.00)	10 Oct 2008
Write off Alpha	(1,000,000.00)	10 Oct 2008
Write off Covent Garden	(2,000,000.00)	10 Oct 2008
Write off Oasis	(1,000,000.00)	10 Oct 2008
FY2009 and FY2010		
Interest Payments		
Default of Constellation - Residual	21,615.62	10 Oct 2008
Default of Palladin - Residual	-	28 Oct 2008
Default of Rembrandt - Residual	68,393.78	27 Oct 2008
FY2010		
Interest Payments	50,334.01	
FY2011		
Starting balance 1 July 2010	140,343.41	
Sale of Flinders	301,000.00	12 Aug 2010
Quartz Maturity	209,626.75	20 Oct 2010
Sale of Glenelg	160,000.00	29 Dec 2010
Interest on Grange IMP Sept	31,561.37	
Interest on Grange IMP Dec	24,731.75	
Interest on Grange IMP Mar	10,310.63	
Interest on Grange IMP June	16,092.08	
Interest on Oasis	81,758.10	
Interest on Alpha	12,534.80	
Interest on Covent Garden	16,521.58	
Default of Covent Garden	-	29 Mar 2011
Closing balance FY 2011	1,004,480.47	
FY2012		
Interest on Oasis	42,942.41	
Interest on Alpha	4,837.56	
Interest on Grange IMP Sept	9,862.09	
Interest on Grange IMP Dec	129.02	
Maturity of Alpha	1,001,974.90	20 Mar 2012
Interest on Grange IMP March	123.38	
Closing Balance FY 2012	2,064,349.83	
FY2013		
Interest on Oasis FY2013	20,215.91	
Sale of Oasis	219,266.42	23 Jan 2013
Grange Settlement -Beryl	559,966.39	25 Feb 2013
Grange Settlement -Zircon	192,383.73	25 Feb 2013
Rembrandt Settlement	381,695.85	04 Apr 2013
Closing Balance FY 2013	3,437,878.13	

ITEM 9 (continued)

ATTACHMENT 1

Overview of Investments

An overview of all investments held by the City of Ryde as at 31 May is provided below:

1. **Westpac at Call Account (AA-):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
2. **Bank of Queensland TD (BBB):** This investment is a 182 day term deposit, paying 3.55% (3.60% annualised), and matures on 29 July 2014.
3. **Bankwest Term Deposit (AA-):** This investment is a one year term deposit paying 3.60% (3.60% annualised), and matures 22 April 2015.
4. **NAB Term Deposit (AA-):** This investment is a one year term deposit, paying 3.80% p.a. (3.80% annualised), and matures 3 Oct 2014.
5. **Westpac Term Deposit (AA-):** This investment is a two year term deposit, paying 4.35% % (4.35% annualised, and matures 29 May 2015.
6. **Westpac Term Deposit (AA-):** This investment is a three year term deposit, paying 4.95% pa, and matures 21 September 2015.
7. **NAB Term Deposit (AA-):** This investment is a two year term deposit, paying 4.05% p.a., and matures 4 April 2016.
8. **AMP Term Deposit (A+):** This investment is a 365 day term deposit, paying 4.00% p.a. (4.00% annualised), and matures 1 August 2014.
9. **Westpac Term Deposit (AA-):** This investment is a 364 day term deposit, paying 4.00% (4.00% annualised), and matures 27 June 2014.
10. **MyState Credit Union Term Deposit (BBB):** This investment is a 183 day term deposit, paying 3.80% (3.84% annualised), and matures 21 August 2014.
11. **NAB Term Deposit (AA-):** This investment is a two year term deposit, paying 4.10% p.a., and matures 11 March 2016.
12. **P&N Bank (Unrated):** This investment is a 182 day term deposit, paying 3.56% (3.59% annualised) and matures on 26 August 2014.
13. **Bankwest Term Deposit (AA-):** This investment is a 182 day term deposit, paying 3.50% p.a. (3.53% annualised), and matures 23 October 2014.
14. **Bankwest Term Deposit (AA-):** This investment is a one year term deposit, paying 3.60% p.a. (3.60% annualised), and matures 8 May 2015.

ITEM 9 (continued)

ATTACHMENT 1

- 15. Bankwest Term Deposit (AA-):** This investment is a 63 day term deposit, paying 3.40% p.a. (3.45% annualised), and matures 3 July 2014.
- 16. Bankwest Term Deposit (AA-):** This investment is a 121 day term deposit, paying 3.51% p.a. (3.55% annualised), and matures 24 July 2014.
- 17. NAB Term Deposit (AA-):** This investment is a two year term deposit, paying 4.05% p.a., and matures 25 February 2016.
- 18. Beyond Bank Term Deposit (BBB+):** This investment is a 63 day term deposit paying 3.81% (3.81% annualised) and matures on 16 October 2014.
- 19. Bendigo Bank TD (A-):** This investment is a one year term deposit paying 4.10% and matures on 12 June 2014.
- 20. Hunter United Credit Union (Unrated):** This investment is a 365 day term deposit paying 3.90% (3.90% annualised) and matures on 12 August 2014.
- 21. Credit Union Australia Term Deposit (BBB+):** This investment is a one year term deposit, paying 3.85% (3.85% annualised), and matures on 7 May 2015.
- 22. Peoples Choice CU Term Deposit (Unrated):** This investment is a one year term deposit, paying 3.65% p.a., and matures on 6 February 2015.
- 23. Rural Bank Term Deposit (A-):** This investment is a five year term deposit, paying 6.48% p.a., and matures on 21 March 2017.
- 24. Bananacoast CU Term Deposit (Unrated):** This investment is a one year term deposit paying 4.25% (4.25% annualised) and matures on 1 July 2014.
- 25. B & E Ltd Building Society Term Deposit (Unrated):** This investment is a 365 day term deposit paying 3.90% (3.90% annualised) and matures on 5 August 2014.
- 26. CBA Term Deposit (AA-):** This investment is a three year term deposit paying 5.76% p.a. and matures on 8 December 2014.
- 27. ME Bank Term Deposit (BBB+):** This investment is a 366 day term deposit paying 3.78% (3.78% annualised) and matures on 5 March 2015.
- 28. Macquarie Bank Term Deposit (A):** This investment is a 365 day term deposit paying 4.15% (4.15% annualised) and matures on 1 August 2014.
- 29. Bankwest TD (AA-):** This investment is a four year term deposit paying 7.00% (7.00% annualised) and matures on 13 February 2015.
- 30. IMB Term Deposit (BBB):** This investment is a 93 day term deposit paying 3.50% (3.55% annualised) and matures on 24 July 2014.

ITEM 9 (continued)

ATTACHMENT 1

- 31. Summerland CU Term Deposit (Unrated):** This investment is a three year term deposit paying 5.05% pa and matures on 21 September 2015.
- 32. Wide Bay CU Term Deposit (BBB):** This investment is a 215 day term deposit paying 3.75% (3.78% annualised) and matures on 12 August 2014.
- 33. Heritage Bank (A-):** This investment is a 364 day term deposit paying 3.80% (3.80% annualised) and matures on 12 March 2015.
- 34. AMP Business Saver at call account (A+):** This investment is an at-call account earning 3.35%. No fees are payable by Council on this investment.
- 35. South West CU Term Deposit (Unrated):** This investment is a 368 day term deposit paying 4.20% (4.20% annualised) and matures on 17 June 2014.
- 36. CBA Term Deposit (AA-):** This investment is a three year term deposit paying 4.55% annually and matures on 16 May 2016.
- 37. Gateway Credit Union Term Deposit (Unrated):** This investment is a 367 day term deposit paying 4.10% (4.10% annualised) and matures on 19 June 2014.
- 38. Newcastle Permanent Building Society (BBB+):** This investment is a 91 day term deposit, paying 3.50% (3.55% annualised), and matures on 19 June 2014.
- 39. Greater Building Society Term Deposit (BBB):** This investment is a 182 day term deposit, paying 3.65% (3.68% annualised), and matures on 7 August 2014.
- 40. The Rock Building Society Term Deposit (BBB):** This investment is a 183 day term deposit paying 3.80% p.a. (3.84% annualised), and matures 21 August 2014.
- 41. AMP Term Deposit (A+):** This investment is a four year term deposit paying 7.14% which matures on 16 February 2015.
- 42. WAW CU TD (Unrated):** This investment is a 299 day term deposit paying 3.90% (3.91% annualised) and matures on 17 June 2014
- 43. CBA Term Deposit (AA-):** This investment is a 76 day term deposit paying 3.39% (3.44% annualised), and matures on 14 August 2014.
- 44. CBA Term Deposit (AA-):** This investment is a 35 day term deposit paying 3.22% (3.27% annualised), and matures on 26 June 2014.
- 45. Rabodirect At-Call (AA):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.

ITEM 9 (continued)

ATTACHMENT 1

- 46. Members Equity Bank At-Call Account (BBB):** This investment is an at call account, paying the short term money market rate. These funds are used for operational purposes.
- 47. National Australia Bank Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note paying 125 above BBSW. This investment matures 21 June 2016.
- 48. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 120 above BBSW. This investment matures 2 August 2016.
- 49. Westpac Floating Rate Note (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 123 above BBSW. This investment matures 9 May 2016.
- 50. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 125 above BBSW. This investment matures 2 August 2016.
- 51. National Australia Bank FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 142 above BBSW. This investment matures 21 June 2016.
- 52. National Australia Bank FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 140 above BBSW. This investment matures 21 June 2016.
- 53. CBA FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 140 above BBSW. This investment matures 2 August 2016.
- 54. ANZ FRN (AA-):** This investment is a senior, unsecured floating rate note purchased at a yield of 142 above BBSW. This investment matures 9 May 2016.
- 55. NAB Fixed MTN (AA-):** This is a fixed rate bond paying 6.18% (6.30% annualised) and matures 15 February 2017.
- 56. Westpac Fixed MTN (AA-):** This is a fixed rate bond paying 6.00% (6.14% annualised) and matures 20 February 2017.
- 57. Macquarie Bank Term Deposit (A):** This is a five year term deposit paying 6.50% (6.50% annualised) and matures 3 April 2017.
- 58. CBA Retail Bond (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 24 December 2015.

ITEM 9 (continued)

ATTACHMENT 1

- 59. Delphi Bank Term Deposit (Unrated):** This investment is a five year term deposit paying 6.05% p.a. and matures on 15 May 2017.
- 60. ME Bank Term Deposit (BBB+):** This investment is a 366 day term deposit paying 4.33% p.a. (4.33% annualised) and matures on 5 March 2015.
- 61. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 182 above BBSW. This investment matures 24 December 2015.
- 62. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 184 above BBSW. This investment matures 24 December 2015.
- 63. Bank of Queensland Term Deposit (A-):** This investment is a five year term deposit paying 5.15% (5.15% annualised) and matures 20 November 2018.
- 64. Bank of Queensland Term Deposit (A-):** This investment is a two year term deposit paying 4.10% (4.10% annualised) and matures 3 March 2016.
- 65. Investec Bank Term Deposit (BBB-):** This investment is a five year term deposit paying 6.95% on maturity (6.15% annualised) and matures 15 August 2017.
- 66. IMB Term Deposit (BBB):** This investment is a 91 day term deposit paying 3.50% on maturity (3.55% annualised) and matures 10 July 2014.
- 67. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 175 above BBSW. This investment matures 24 December 2015.
- 68. St George Term Deposit (AA-):** This investment is a two year term deposit paying 4.05% (4.05% annualised) and matures on 27 August 2015.
- 69. CBA Retail Bonds (AA-):** This is a senior, unsecured floating rate note purchased at a yield of 174 above BBSW. This investment matures 24 December 2015.
- 70. Rural Bank Term Deposit (A-):** This investment is a 189 day term deposit, paying 3.55% (3.58% annualised), and matures on 7 August 2014.
- 71. ING Floating Rate Term Deposit (A):** This is a five year floating rate term deposit paying 2.30% above 90 day BBSW, and matures 4 September 2017.
- 72. St George Term Deposit (AA-):** This is a two year term deposit paying 4.05% (4.05% annualised), and matures 13 August 2015.

ITEM 9 (continued)

ATTACHMENT 1

- 73. Bank of Queensland Term Deposit (BBB+):** This is a one year term deposit paying 3.75% (3.75% annualised) and matures 14 May 2015.
- 74. NAB Term Deposit (AA-):** This is a 2.25 year term deposit paying 4.80% pa and matures 18 December 2014.
- 75. Members Equity Bank Term Deposit (BBB):** This is a one year term deposit paying 3.75% (3.75% annualised) and matures 19 February 2015.
- 76. Bank of Queensland FRN (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 160 above BBSW. This investment matures 7 December 2015.
- 77. Goldfields Money Ltd Term Deposit (Unrated):** This investment is a 363 day term deposit paying 4.20% (4.20% annualised), and matures 12 June 2014
- 78. Bendigo Bank Term Deposit (A-):** This investment is a one year term deposit paying 3.70% annually and matures 22 May 2015.
- 79. Bendigo Bank FRN (A-):** This is a senior, unsecured floating rate note purchased at a yield of 120 above BBSW. This investment matures 17 May 2017.
- 80. CBA Term Deposit (AA-):** This investment is a 183 day term deposit paying 3.55% (3.58% annualised) and matures 20 November 2014.
- 81. NAB Term Deposit (AA-):** This investment is a one year term deposit paying 3.80% (3.80% annualised) and matures 6 November 2014.
- 82. NAB Term Deposit (AA-):** This investment is a 2 year term deposit paying 4.15% (4.15% annualised) and matures 13 August 2015.
- 83. NAB Term Deposit (AA-):** This investment is a two year term deposit paying 4.27% (4.27% annualised) and matures 25 August 2015.
- 84. Macquarie Bank Term Deposit (A):** This investment is a one year term deposit paying 3.90% (3.90% annualised) and matures 17 December 2014.
- 85. AMP Term Deposit (A+):** This investment is a 276 day term deposit paying 3.90 (3.92% annualised), and matures 11 September 2014.
- 86. Bank of Queensland TD (A-):** This is a one year term deposit paying 3.75 p.a., and matures 12 February 2015.
- 87. NAB Term Deposit (AA-):** This investment is a one year term deposit paying 3.83% and matures 9 October 2014.

ITEM 9 (continued)

ATTACHMENT 1

- 88. Bendigo Bank FRN (A-):** This is a senior, unsecured floating rate note purchased at a yield of 127 above BBSW. This investment matures 14 November 2018.
- 89. Rural Bank Term Deposit (A-):** This investment is a 181 day term deposit, paying 3.65% (3.68% annualised), and matures on 24 September 2014.
- 90. Wide Bay CU Term Deposit (BBB):** This investment is a 180 day term deposit paying 3.65% (3.68% annualised) and matures on 9 September 2014.
- 91. Newcastle Permanent Building Society (BBB+):** This investment is a 91 day term deposit, paying 3.50% (3.55% annualised), and matures on 5 June 2014.
- 92. Westpac Floating Rate Term Deposit (AA-):** This investment is a 25 month floating rate term deposit paying 90d BBSW + 95 and matures 9 February 2016.
- 93. Credit Union Australia Floating Rate Note (BBB+):** This is a senior, unsecured floating rate note purchased at a yield of 130 above BBSW. This investment matures 20 March 2017.
- 94. Beyond Bank Term Deposit (BBB+):** This investment is a 35 day term deposit paying 3.32% (3.37% annualised) and matures on 26 June 2014.
- 95. Peoples Choice CU Term Deposit (BBB+):** This investment is a 182 day term deposit paying 3.69% (3.72% annualised) and matures on 18 September 2014.
- 96. Credit Union Australia Term Deposit (BBB+):** This investment is a 364 day term deposit paying 3.75% (3.75% annualised) and matures on 26 March 2015.
- 97. NAB Floating Rate Term Deposit (AA-):** This investment is a two year floating rate term deposit paying 90d BBSW + 100 and matures 16 May 2016.
- 98. Bananacoast Credit Union Term Deposit (Unrated):** This investment is a one year term deposit paying 3.90%, and matures 22 May 2015.
- 99. Bankwest Term Deposit (AA-):** This investment is a 55 day term deposit paying 3.40 (3.45% annualised), and matures 17 July 2014.

10 TOP RYDER COMMUNITY BUS SERVICE

Report prepared by: Senior Sustainability Coordinator - Transport and Environment
File No.: PM13/15/005 - BP14/450

REPORT SUMMARY

This report considers the on-going viability of the Top Ryder Community Bus Service beyond 1 July 2014 and recommends that the service be scaled back from 6 to 4 days per week to enable Council to better target community usage patterns and to afford on-going funding of the service.

The service has operated since 2008 at 6 days per week and costs \$232k p/annum to operate. Council's contribution to the service before 2013 was capped at \$100k p/annum with the shortfall being made up from sponsors and also money from a business contract with Optus which ended in 2013. Council now has to contribute \$200k p/annum to continue operating the current level of service, with the balance coming from 2 smaller sponsors namely Ryde Club X and Gladesville Sporties.

Attempts to secure other sponsorship from local business groups have been largely unsuccessful.

The service currently provides for over 62,000 passenger movements each year and this is expected to drop back to approximately 40,000 movements if the service is scaled back to 4 days per week. Costs to deliver a 4 day per week service are estimated to be \$150k p/annum

The annual 2014 customer survey conducted during March and April of 2014 has again shown high levels of customer satisfaction for the service with over 96% of customers surveyed being satisfied with the level of service provided to date. It is likely that this level will drop marginally if the service is reduced.

An analysis of the existing Top Ryder bus route was also conducted, including any duplication with the STA bus routes. The bus route on the whole is meeting the required demand for the service and any duplication with existing STA services has been considered and, where parts of the route are duplicated, any changes would result in a slower service.

Should Council agree to keep the Top Ryder Service in any capacity, an analysis of customer usage patterns has found that the morning bus service at 9.30am receives high customer demand and is often full. Therefore moving the first bus service to 8.30am (instead of 9.30am) and the start of the last bus service to 1.00pm (instead of 2.00pm) would respond to customer demand for another service in the morning without adding to the spread of hours or cost.

A number of funding opportunities were investigated including passengers to pay to board the bus, a gold coin donation or a membership fee to use the bus. In this regard, if the Top Ryder service were to receive money for the operation of the bus from the general public, whether through a gold coin donation, membership to the

ITEM 10 (continued)

Top Ryder or a single payment when boarding the bus, it would require Council to comply with the regulatory requirements of the Passenger Transport Act 1990 (NSW) (Act) and associated regulations (Passenger Transport Regulations 2007 (NSW)). The administrative burden to comply with these requirements is significant. Currently, as the Top Ryder is a free Community bus it is not required to comply with this Regulation and Act.

RECOMMENDATION:

- (a) That the current Top Ryder Community Bus Service be downsized from a 6 day per week service to a 4 day per week service with the change in service delivery times from 8.30 -1.00pm, starting from week commencing 1 August 2014 and that this change be promoted in the local media and on the buses at the earliest possible time.
- (b) That, subject to (a), Council's financial contribution for the operation of the Top Ryder Community Bus Service for a 4 day per week service be capped at \$150k p/annum indexed from 1 July 2014.

ATTACHMENTS

- 1 Top Ryder Community Bus Service - Funding Comparison
- 2 Cumulative Passenger Numbers April 2013 - March 2014
- 3 2014 Top Ryder Bus Survey Results

Report Prepared By:

Joanna Greenlees
Senior Sustainability Coordinator - Transport and Environment

Report Approved By:

Sam Cappelli
Manager - Environment, Acting Manager - Health & Building

Dominic Johnson
Group Manager - Environment & Planning

ITEM 10 (continued)**Discussion**

Council at its meeting held on 11 March 2014 considered a report on Top Ryder Community Bus service funding comparison (**see ATTACHMENT 1**) and resolved:

- (a) *That the report comparing the funding and delivery model of the Top Ryder Community Bus Service to the funding and delivery models of 7 other Councils delivering a similar service be received and noted.*
- (b) *That Council formally approach local businesses seeking sponsorship for the Top Ryder Community Bus Service, in accordance with Council's Policy.*
- (c) *That Council continue to refine its passenger/trip data in order to evaluate all sections of the route.*

A substantive number of local businesses have been approached seeking sponsorship for the Top Ryder Community Bus Service. However there has been no formal expression of interest in a sponsorship or partnership arrangement for the Top Ryder service to date. Two other smaller sponsorships to the value of \$14k p/annum are already in existence but a substantial shortfall exists and there is no guarantee that these sponsorships will be extended.

The Top Ryder Community Bus Service which began in July 2008 services over 62,000 passengers on an annual basis and has had several funding sources since the service began. These sources have included a mix of Council and external funding from the private sector however during 2013/14 the tough economic climate has resulted in external funding for the service being substantially reduced. The 6 day per week service which connects 5 of the 6 key centres of Ryde is now funded substantially from Council's General Revenue with limited opportunities for external funding in the foreseeable future and costs.

For Council to maintain the current 6 day per week level of service, which costs \$232k p/a indexed to run, Council's contribution would need to be lifted to \$218k p/a indexed allowing for current sponsorship arrangements the Council has in place.

Alternatively, the Council may wish to discontinue the service from 1 July 2014, sell the buses (combined residual value of buses of approx. \$80k) and save any further contributions to the service or consider downsizing the level of service to say a 5 day service which would lower the operating cost to approx. \$190k p/a indexed or to a 4 day service which would lower costs to approx. \$150k p/a indexed.

In the circumstances, it is considered an appropriate compromise to downsize the service to 4 days and to vote the necessary additional funding and contribution to enable continuation of the service, albeit at a reduced level of service. This will cause a reduction in the annual passenger rate to about 41,000 passengers transported per year.

ITEM 10 (continued)

The cumulative numbers of bus passengers that get onto the bus at various locations have been analysed (**see ATTACHMENT 2**) and the results of the Top Ryder Community Bus Survey conducted in March /April 2014 are provided in the report (**see ATTACHMENT 3**).

Overall it is worth noting from this year's Community Bus Survey that:

- The overall satisfaction level has increased significantly since 2012. 56% stated they are 'very satisfied' in general with the service compared with 43% in 2012. Overall 96% of those surveyed were satisfied with the service
- There appears to be a low level of usage for new stops added including Club Ryde X, Library Pittwater Rd, and Sporties Club on Route 1, and Library Pittwater Rd and Club Ryde X on Route 2.
- 70% of customers who responded reported using the first service of the day.
- The most common suggestions made to help improve the service were requests for extended service hours, more frequent services, particularly in the morning as customers have reported they have missed services due to the bus being at capacity in the morning.
- Seat availability on the service was also rated lowest in satisfaction compared with all service aspects, with a 'moderate' level of satisfaction.

An analysis of the bus route has been conducted. The bus route on the whole is meeting the required demand for the service. It is a feeder service to the railway stations, main bus services, major shopping centres and support services such as hospitals. The connection of these centres is the key to the popularity of the service, in addition to it being free.

In regards to duplication with the STA bus routes, while there are some sections of the service that overlap with current services, the removal of the duplicated sections would result in a slower service as the bus would be required to use indirect routes that do not directly connect the major service centres. In addition, where there are areas of duplication, the RTA buses provide a different service and do not offer the same level of connection as the Top Ryder service.

The highest demand for the service is the first run of the day at 9.30 (see attachment 1 and attachment 2). Comments given in the Top Ryder Community Bus Survey highlight the difficulty in using the service at that time due to the bus being full.

The service that starts at 2.00pm has the lowest passenger numbers, frequently operating at much less than capacity. It is therefore recommended to add a service that starts at 8.30am and remove the service that starts at 2.00pm. This will mean the same number of services per day, but just operating at times of higher demand for the service.

ITEM 10 (continued)

Current	Passengers April 2013 - March 2014	Proposed
Trip 1 (9.30)	19695	Trip 1 (8.30)
Trip 2 (10.30)	15504	Trip 2 (9.30)
Trip 3 (11.30)	12314	Trip 3 (10.30)
Trip 4 (1.00)	8209	Trip 4 (12.00)
Trip 5 (2.00)	6304	Trip 5 (1.00)

The removal of the service at 2.00pm will affect approximately 6300 passengers annually (at six days per week) and 4200 (at four days per week). The addition of a service at 8.30am may see annual passengers for that time of 19,700 passengers (at six days per week) and 13,100 (at four days) per year.

If this change was to take place, a total increase in passengers from 62,000 to 75,400 (at six days) per year could be expected and from 41,000 to 50,000 (at four days) per year could be expected if the 8.30am bus is as popular as the 9.30am service.

Financial Implications

The following table has been prepared to show potential financial implications to Council under 4 different scenarios. An amount of \$240k has been allowed for 2014/15 in the Council's Draft Four Year Delivery Plan 2014-2018 and this would need to be incorporated into the Draft 2014/18 Delivery Plan. This allowance is, however, reliant on Council deciding in this meeting whether or not to continue the service and to what service level it agrees the service should be run at.

Option	Expenditure p/a indexed	Income p/a	Subsidy p/a indexed	Sale of Stock	Funding Source p/a indexed from 1 July 2014
1. Discontinue service	-	-	-	\$80k	Nil
2. Keep 6 day service	\$232k	\$14k	\$218k	0	\$118k *\$168k from General Revenue *\$50k from Domestic Waste Management Reserve for advertising.
3. Downsize to 5 day service	\$190k	0	\$190k	0	\$90k *\$140k from General Revenue *\$50k from Domestic Waste Management Reserve for advertising.
4. Downsize to 4 day service	\$150k	0	\$150	0	\$100k *\$50k from Domestic Waste Management Reserve for advertising.

ITEM 10 (continued)**Other Funding Opportunities**

As detailed in this report, the service has been funded in the past from Council contributions, sponsorship money and revenue from a business contract with Optus which has now ended. Other funding opportunities have been investigated including passengers pay to board the bus, a gold coin donation or a membership fee to use the bus. In this regard, if the Top Ryder service were to receive money for the operation of the bus from the general public, whether through a gold coin donation, membership to the Top Ryder or a single payment when boarding the bus, it would require Council to comply with the regulatory requirements of the Passenger Transport Act 1990 (NSW) (Act) and associated regulations (Passenger Transport Regulations 2007 (NSW)). The administrative burden to comply with these requirements is significant. Currently, as the Top Ryder is a free Community bus it is not required to comply with Act and associated regulations.

Section 237 of the Regulation does allow for the application of an exemption to the Regulations:

- “(1) The Director-General may, by order in writing, exempt a person or a vehicle, or a class of persons or vehicles, from all or any of the provisions of the Act or any regulation under the Act.*
- (2) An exemption under this clause may be expressed to be conditional on the observance of certain conditions specified in the exemption and, if the exemption is given in those terms, it ceases to have effect if the conditions are not observed.*
- (3) Notice of an exemption given under this clause is to be given by the Director-General in such manner as the Director-General considers appropriate in the circumstances of the case.”*

The exemption application is unlikely to be approved, as was communicated verbally by Transport NSW.

If an exemption was not successful, the City of Ryde would be required to become accredited as an official bus operator under the Act:

“Accreditation is the system used by RMS to assess whether a person is of suitable character and fitness and has the competency to operate public passenger transport services in accordance with the standards and conditions prescribed by the Act and Regulation or imposed by RMS. These standards and conditions aim to raise the awareness of operators in the areas of safety, service delivery and business acumen, and to ensure operators are held accountable for complying with appropriate standards. In this way, accreditation can be seen as a type of quality assurance system for passenger transport operations.”

ITEM 10 (continued)

With Accreditation, Council would be required to have a dedicated accredited person to manage the Top Ryder service. Additionally, as an official bus operator of “*Regular Passenger Services*” Council “*must hold a service contract with the TfNSW or be the sub-contracted operator of a service contract holder*”. This contract requirement with Transport for NSW (TfNSW) could then allow TfNSW to tender for the service contract currently held by “I love Oz”. The Top Ryder service would most likely be required to seek public tender by the procurement processes.

While obtaining funds through charging for use of the Top Ryder service would bring in some required funds, the administrative burden and cost to have a dedicated in house resource, apply for accreditation, ensure compliance, maintain the contact with TfNSW and manage the service would be significant. It is therefore recommended that the bus continue to be a free service.

Options

That Council resolve to:

Option 1 – Discontinue the service from 1 July 2014 issue relevant community notices and sell both buses. This would result in avoided costs of \$232k p/a indexed and a once off cash injection of approx. \$80k from the sale of the buses that would be put back into the Plant Reserve.

Option 2 – Maintain the current 6 day per week level of service and vote additional funds to fund total cost of \$232k p/a indexed to operate the service to 30 June 2017. With the change in service times from 8.30 -1.00pm starting from week commencing 1 July 2014 and that this change be promoted in the local media and on the buses at the earliest possible time.

Option 3 – Downsize level of service to 5 days per week from week commencing 1 July 2014 and vote additional funds to fund total cost of \$190k p/a indexed to operate the service to 30 June 2017. With the change in service times from 8.30 -1.00pm starting from week commencing 1 July 2014 and that this change be promoted in the local media and on the buses at the earliest possible time.

Option 4 (the preferred option) – Downsize level of service to 4 days per week from week commencing 1 July 2014 and vote additional funds to fund total cost of \$150k p/a indexed to operate the service to 30 June 2017. With the change in service times from 8.30 -1.00pm starting from week commencing 1 July 2014 and that this change be promoted in the local media and on the buses at the earliest possible time.

Option 5 – In conjunction with any of the above options except Option 1, the Council applies for an exemption to the provisions of the Act and if successful, it collects money for the use of the Top Ryder Service (whether gold coin, membership or single payment for use. It should be noted that discussions with TfNSW have indicated that the exemption is unlikely to be granted and as such this option is not recommended.

ITEM 10 (continued)

Option 6 – In conjunction with any of the above options except Options 1 and 5, that Council applies for accreditation to become an official bus operator and applies for a service contract with TfNSW. If the Council's applications for accreditation and the service contract are successful, it collects money for the use of the Top Ryder Service (whether gold coin, membership or single payment for use). However, it recommended that this option not be adopted as it is beyond the scope and capacity of the service and is not recommended.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT

**5 TOP RYDER COMMUNITY BUS SERVICE - FUNDING
COMPARISON**

Report prepared by: Manager - Environment, Acting Manager - Health & Building
File No.: PM13/30238 - BP14/249

REPORT SUMMARY

Council at its meeting held on 26 November 2013 considered a report on continuation of the Top Ryder Community Bus Service and resolved:

- (a) *That a further report be provided to Council early in 2014 including investigation of similar models conducted by other Councils.*
- (b) *That an adjustment to the December review of the 2013/14 budget for the sum of \$100,000 from Working Capital be made to cover Council costs of running the Top Ryder Community Bus Service for the remainder of 2013/14.*

A benchmarking analysis has now been completed of 7 other Councils who run similar services to satisfy Item (a) of the Council resolution.

The analysis revealed that, whilst there are some similarities between the services, the size, nature and the groups targeted are substantially different and this, to a large degree has determined the source of funding and delivery models applied by the respective Councils.

Table 1 (**ATTACHMENT 1**) sets out comparisons and key points of difference between the Council services

Despite apparent differences, the analysis has shown that costs to deliver the Top Ryder Community Bus Service are still very competitive with the other Councils, although the service objectives of the other Services are quite different to the Top Ryder Service.

It is pertinent to note that most of the other Councils also substantially fund their respective Community Bus Services from General Revenue, but interestingly some of these Councils have also had a special rate variation to help fund their service or are seeking to apply one. Table 1 also provides detail on this.

As the Top Ryder Community Bus Service continues to grow in popularity, there will be added pressure on Council to maintain the current level of service and indeed expand the service to include North Ryde.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT

The ability for the City of Ryde to be able to afford continuing the current 6 day per week level of service beyond 30 June 2014 is considered doubtful unless other external funding is found to help offset costs.

External funding opportunities will continue to be explored for the remainder of this year and a further report on the viability of the Top Ryder Community Bus Service beyond 30 June 2014 will be submitted to Council in May 2014.

RECOMMENDATION:

That the report comparing the funding and delivery model of the Top Ryder Community Bus Service to the funding and delivery models of 7 other Councils delivering a similar service be received and noted.

ATTACHMENTS

- 1** Top Ryder Comparison Table 2014
- 2** Top Ryder Community Bus Service - Report to Council

Report Prepared By:

Sam Cappelli
Manager - Environment, Acting Manager - Health & Building

Report Approved By:

Dominic Johnson
Group Manager - Environment & Planning

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT

Discussion

The Top Ryder Community Bus Service which began in July 2008 services over 65,000 passenger movements on an annual basis and has had several funding sources since the service began. These sources have included a mix of Council and external funding from the private sector however during 2013/14 the tough economic climate has resulted in external funding for the service being substantially reduced. The 6 day per week service which connects 5 of the 6 key centres of Ryde is now funded substantially from Council's General Revenue with limited opportunities for external funding in the foreseeable future.

Table 1 (**ATTACHMENT 1**) has been prepared to satisfy Council resolution of 26 November 2013 and compares the funding and delivery model of the Top Ryder Community Bus Service with models from similar services of 7 other Councils.

The analysis has shown that the services have quite distinct differences in their service objectives and target groups and this to a large degree has determined the funding and delivery models between the respective Councils.

Despite the apparent differences, the cost of delivering the Top Ryder Community Bus Service is still very competitive.

It is worth reiterating that, as indicated in the previous report to Council on 26 November 2013 (**ATTACHMENT 2**), the ability for Council to continue funding the existing 6 day per week service under General Revenue beyond 30 June 2014 is limited unless additional external funding can be found to help support delivery costs. The service will cost Council \$232k in 2013/14 and these costs are likely to increase next year if the current level of service is maintained and new contracts are negotiated.

Financial Implications

Adoption of the recommendation in this report will have no financial impact.

However, Council should also note that it is intended that the on-going operation of the Top Ryder Community Bus Service beyond 30 June 2014 will be reassessed through a proposed Community Engagement Process that is being recommended to Council in a report titled 'City of Ryde – Financial Future Report – Proposed Community Engagement Process' to be considered by Council on 25 February 2014 (delayed to 4 March 2014 for determination). This project, together with other matters, is being reviewed by Council in addressing its financial future and annual funding shortfall.

Under this scenario, a number of options will be considered which will include whether the service should be discontinued after a 6months notice period or that it be downsized or kept as existing with no change to the service.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT

Consultation with relevant external bodies

7 other Councils listed in Table 1 (**ATTACHMENT 1**)

Options

This report is for Council information so no other options have been considered.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 1

Table 1: Top Ryder Community Bus Service
Comparison with 7 Other Similar Council Services 2012/13 for Council Report 11 March 2014

Descriptor	Top Ryder Ryde	Artarmon Loop Willoughby	HopSkipJump Manly	City Connect Fairfield	VillagetoVillage City of Sydney	Forest Lawn Campbelltown	MosmanRyder Mosman	ParraShuttle Parramatta
Annual cost p/annum	\$232k	\$461k	>\$500k	\$380k	\$190k	\$16k	\$316k	\$650k
Funding Source	Council – General Revenue + External Sponsors	Council – E-Restore Levy + Parking Meter Income + VPA	Council – General Revenue	Council – General Revenue	Council – General Revenue	Council – General Revenue	Council – General Revenue	State Government
Target Sector	Residential	Business and Residential	Residential and Tourists	Residential	Residential	Residential	Residential	Business
Service Days p/week	6	5	7	6	2	1 p/month	7	7
# buses/ seats Ownership	2/25 Council owned	3/25 Contractor owned	3/25 Council owned	3/25 Council owned	4/18-27 SES and HACCC owned	1/20 Council owned	1/25 Contractor owned	1/55 State Owned
Passenger # p/annum	65,000	246,000	342,000	17,000	Not Available	Not Available	46,000	Not Available
Cost p/trip	\$3.50	\$1.80	\$1.40	\$22.13	\$4.00	Not Available	\$6.76	Not Available
# services p/day (bus routes travelled)	2 (2 Routes)	2 (5 Routes)	Varied (3 Routes)	Varied (5 Routes)	Varied (4 Routes)	Pre-Booked Service	2 (1 Route)	1 (1 Route)
Average Council Rates p/qrt Residential/ Business	\$629.45/ \$6,886.56	\$796.42/ \$5,317.05	\$1,127.09/ \$3686.17	\$655.10/ \$6417.26	\$565.23/ \$9,582.05	\$817.16/ \$5,208.93	\$1,139.84/ \$2,524.45	\$730.96/ \$9,793.08
Special Council Rate Variation	No	Willoughby is currently exhibiting their proposed application – SRV of 28.8% to be aggregated over 5 years from 14/15	No	Fairfield applied in 2001 and received 5% p/annum expiring 2014. Application proposing 10% from 14/15 to extend is underway.	Yes – affecting Crown Land Only	Campbelltown has just completed community consultation and will be proposing on-off 11% increase in 14/15	No	Yes – 4.3% in 11/12 and 12/13, 9.2% in 13/14.
General Comments	Service began in 2008, it targets less than accessible bus routes and connects these routes to 5 of 6 key centres of Ryde	Service began in 2009 for industrial area around former ABC site at Gore Hill, then expanded in 2010 to fill cross town gaps in public transport includes a service to Castle Cove Retirement Village	It appears the service was originally funded by Stocklands while the shopping centre was being rebuilt. Council took over the service and now includes a tourist service.	Service began in 2012. Council has sought funding assistance from State Government however not approved. Council is considering downsizing service	Other information was difficult to source.	This service is a door to door service and targets seniors on a monthly basis.	Service began in 2010 and is now being reviewed	Service began in 2008 by Council and the State Government took over the funding in 2011 allowing the service to run 7 days per week looping the central business area

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

7 TOP RYDER COMMUNITY BUS SERVICE

Report prepared by: Manager The Environment
File No.: PM13/30238 - BP13/1556

REPORT SUMMARY

This report updates the Council on the current funding position regarding the Top Ryder Community Bus Service and considers whether or not to continue the current level of service or to downsize the service.

The service uses 2 Council owned 25 seat buses and currently operates 6 days per week Monday to Saturday between the hours of 9.30am and 3.00pm. It is a free service for the local users, connects the business centres of Top Ryde, Gladesville, Meadowbank, West Ryde and Eastwood and costs Council approx. \$232k p/a to run. Over 65,000 passengers are transported between these centres annually.

The service has Council approval to 30/6/17 (CM 23/4/13) subject to a significant portion of external funding being available to maintain the Council's capped annual contribution of 100k p/a indexed towards the total cost of running the service. At the time, there were sufficient external contracts and sponsorship arrangements in place to justify this decision.

However, the circumstances have since changed and a substantive proportion of external funding to balance the costs of running the service, namely a business contract with Optus to run an after-hours bus shuttle for their staff, effectively ended on 30 August 2013, after a strong 3 year association. Economic pressures prompted this decision by Optus.

Despite extensive attempts to find a replacement for this contract, a new business arrangement could not be found.

In the circumstances and given Council's financial position, it is considered appropriate to downsize the service to 4 days per week starting from 1 Feb 2014, with the necessary funding and contributions to enable continuation of the service at this reduced level.

A further review of the service will be undertaken during the formation of 2014/15 Operational Plan. Should additional external funding become available in the future, consideration would again be given to returning to the original level of service; this would be the subject of a future report to Council.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

RECOMMENDATION:

- (a) That the report on the current funding status of the Top Ryder be received and noted
- (b) That the current Top Ryder Community Bus Service be downsized from a 6 day per week service to a 4 day per week service with the change in service delivery starting from week commencing 1 Feb 2014 and that this change be promoted in the local media and on the buses at the earliest possible time.
- (c) That, subject to b), Council's financial contribution for the operation of the Top Ryder Community Bus Service for a 4 day per week service be capped at \$150k p/a indexed from 1 July 2014 to 30 June 2017.
- (d) That, subject to b) an adjustment to the December review of the 2013/14 budget for the sum of \$47k be made to cover Council costs of running the Top Ryder Community Bus Service for the remainder of 2013/14
- (e) That \$50k p/a contribution from the Domestic Waste Management Reserve be approved from 1 July 2014 for advertising and promotion of the appropriate waste minimisation message on both buses.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Sam Cappelli
Manager The Environment

Report Approved By:

Dominic Johnson
Group Manager - Environment & Planning

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

History

Council at its meeting held 23/4/13 resolved:

- a) *That Council approve the extension of the Top Ryder Community Bus Service under current operating conditions for a further four year period to 30 June 2017 for the total cost of \$297,000 indexed p/a (cost based on service including the Optus service which has now been discontinued)*
- b) *That Council's financial contribution for the operation of the Top Ryder Community Bus Service remains capped at \$100,000 indexed p/a for four years with the shortfall each year required to run the service being made up from revenue from other sponsorship, advertising and business contracts*
- c) *That Council tender for the services of a suitable bus operation and management organisation to operate the Top Ryder Community Bus Service and deliver related service contracts for four years or term of any contract, whichever is the lesser*
- d) *That any variation to Council's capped contribution of \$100,000 indexed p/a that may result in an increase to Council above the capped amount be the subject of a further report to Council before any additional costs are incurred.*

Following advice received that a major source of external funding would not be continued beyond 31/8/13, a further report was considered by Council on 27/8/13 and Council resolved:

- a) *That Council notes the update report on the Top Ryder Community Bus Service and issues raised concerning ongoing funding of the Service*
- b) *That a further report be submitted to Council in October 2013 on deliberations undertaken to fund a continuation of the Top Ryder Community Bus Service and for decision based on results of the deliberations on whether or not the service should be continued, discontinued or downsized.*

Discussion

The current Top Ryder Community Bus Service is a free service that operates 6 day per week service Monday to Saturday between the hours of 9.30am and 3.00pm and transports over 65,000 passengers annually. The service costs Council approx. \$232k p/a indexed and this equates to approx. \$3.50 per passenger trip.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

The service uses 2 Council owned 25 seat buses and serves to improve transport connections between 5 key centres of Ryde namely Top Ryde, Gladesville, Meadowbank, West Ryde and Eastwood. The service began on 22 July 2008 and on 23/4/13 Council approved an extension of the service to 30/6/17.

The approval to extend the service to 30/6/17 was conditional on a sufficient level of external funding being available to help support Council's annual capped contribution of 100k p/a indexed towards the total annual running costs of service. At the time of this approval, there were sufficient contracts and sponsorship arrangements in place that provided the necessary external funds to support this decision.

However, the circumstances have changed and a substantive proportion of external funding required supporting the running the service came from a business partnership with Optus which ended on 30 August 2013, after a strong 3 year association. Under that business arrangement, the Council provided an after-hours shuttle service for Optus staff 5 days per week.

Despite extensive attempts to find a replacement for this contract, a new business arrangement could not be found. Two other smaller sponsorships to the value of \$14k p/a have been negotiated but still a substantial shortfall exists.

Every corporate business in Macquarie Park has been approached and approaches were also made to Top Ryde City Shopping Centre and Optus without success. Other potential partnerships were also considered such as with Ryde Hunters Hill Community Transport (RHHCT) however any partnership with the RHHCT is dependent on a considerable amount of external funding that Council would need to guarantee, and Council is unable to do this.

For Council to maintain the current 6 day per week level of service, which costs \$232k p/a indexed to run, Councils contribution would need to be lifted to \$218k p/a indexed allowing for current sponsorship arrangements the Council has in place.

Alternatively, the Council may wish to discontinue the service from 1 February 2014, sell the buses (combined residual value of buses of approx. \$80k) and save any further contributions to the service or consider downsizing the level of service to say a 5 day service which would lower the operating cost to approx. \$190k p/a indexed or to a 4 day service which would lower costs to approx. \$150k p/a indexed.

It should also be noted that any decision to keep the service running in any capacity beyond 1 Feb 2014 to will result in a shortfall in funding to 30 June 2014 estimated to be in the order of \$100k to keep the current 6 day service or \$77k for a reduced 5 day service or \$47k for a reduced 4 day service. The shortfall will need to be funded from the current 2013/14 budget during the December Quarterly Review.

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

In addition, should Council decide to keep the service running beyond 30 June 2014, it is possible for part of the Council's required contribution up to amount of \$50k p/a to be sourced from the Domestic Waste Management Reserve to allow for both buses to be fully wrapped for promotion with appropriate waste advertising messages

This advertising initiative is seen as an important way of promoting waste diversion education and the Council's waste management service as waste statistics from the 2012/13 financial year showed waste diversion has not increased to meet EPA requirements. The Top Ryder is considered a suitable medium to promote this message due to its high exposure to the community.

In the circumstances, it is considered an appropriate compromise to downsize the service to 4 days and to vote the necessary additional funding and contribution to enable continuation of the service, albeit at a reduced level of service. This will cause a reduction in the annual passenger rate to about 45,000 passengers transported per year.

Should additional external funding be found in the future, consideration would be given to returning to the original level of service subject to a separate report to Council.

Financial Implications

Option	Current Budget p/a indexed	Expenditure p/a indexed	Income p/a	Subsidy p/a indexed	Shortfall 2013/14	Sale of Stock	Additional funding Sought p/a indexed from 1 July 2014	Additional funding to fund 2013/14 shortfall
1 – Discontinue service	\$100k	\$100k	-	\$100k	Nil	\$80k	Nil	Nil
2 – Keep 6 day service	\$100k	\$232k	\$14k	\$218k	\$100k	0	\$118k *\$68k from General Revenue *\$50k from Domestic Waste Management Reserve	\$100k from General Revenue - adjustment at Dec Quarter review
3 – Downsize to 5 day service	\$100k	\$190k	0	\$190k	\$77k	0	\$90k *\$40k from General Revenue *\$50k from Domestic Waste Management Reserve	\$77k from General Revenue - adjustment at Dec Quarter review
4- Downsize to 4 day service	\$100k	\$150k	0	\$150	\$47k	0	\$50k *\$50k from Domestic Waste Management Reserve	\$47k from General Revenue - adjustment at Dec Quarter review

ITEM 10 (continued)

ATTACHMENT 1

PREVIOUS REPORT – ATTACHMENT 2

Options

That Council resolve to:

Option 1 – Discontinue the service from 1 Feb 2014 issue relevant community notices and sell both buses resulting in no additional cost to Council.

Option 2 – Maintain the current 6 day per week level of service and vote additional funds to fund total cost of \$232k p/a indexed to operate the service to 30 June 2017 and to fund the shortfall of \$100k in 2013/14 through the December Quarterly Review.

Option 3 – Downsize level of service to 5 days per week from week commencing 1 Feb 2014 and vote additional funds to fund total cost of \$190k p/a indexed to operate the service to 30 June 2017 and to fund the shortfall of \$77k in 2013/14 through the December Quarterly Review

Option 4 (the preferred option) – Downsize level of service to 4 days per week from week commencing 1 Feb 2014 and vote additional funds to fund total cost of \$150k p/a indexed to operate the service to 30 June 2017 and to fund the shortfall of \$47k in 2013/14 through the December Quarterly Review

ITEM 10 (continued)

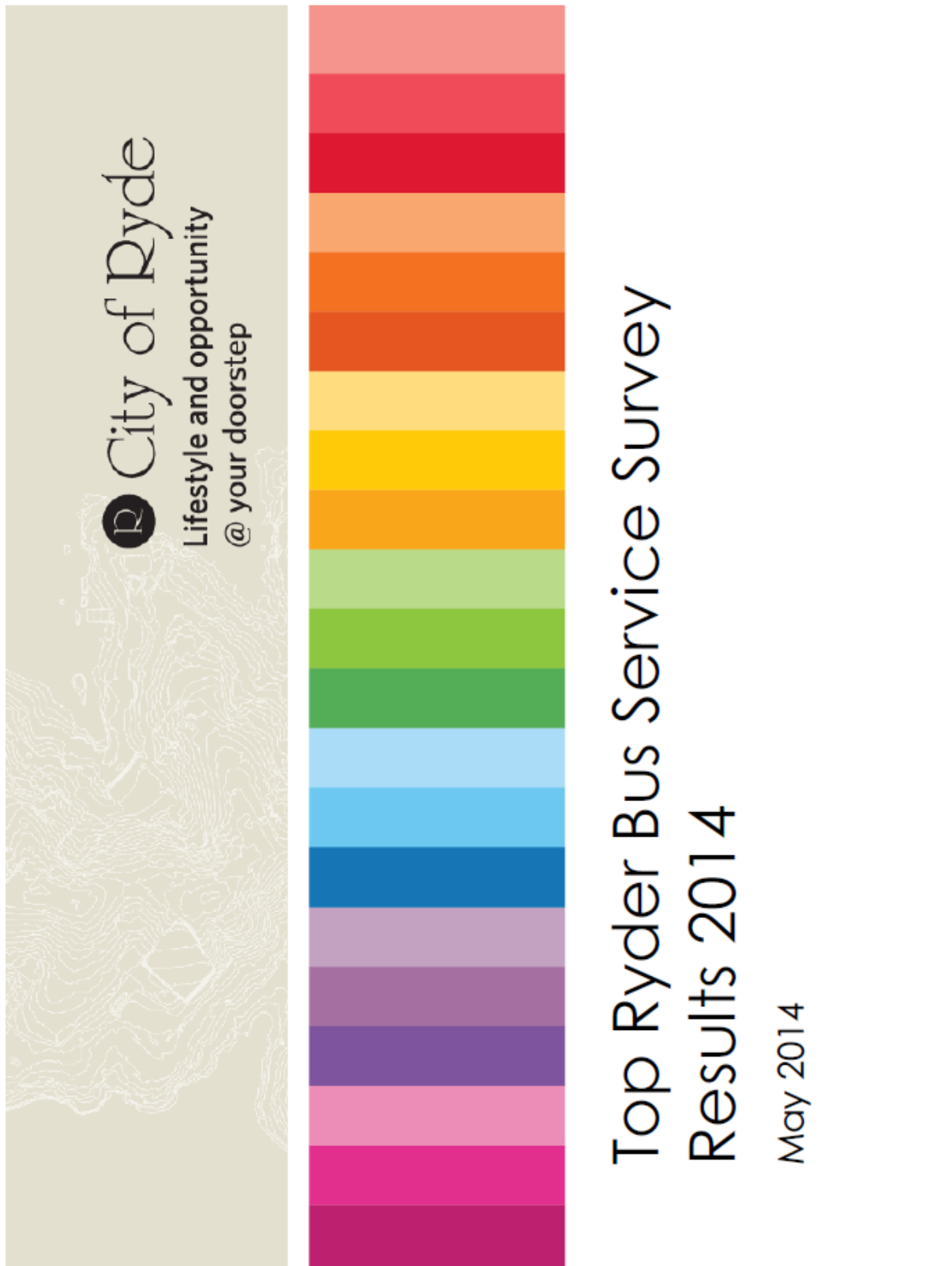
ATTACHMENT 2

Route 1	Cumulative Apr 2013-Mar 2014	Meadowbank Station	Crowle Home (Ops Cntr)	Dalton Gardens	Club Ryde X	Putney Shops	Morrison Road	Gladesville RSL	Gladesbay Village	Gladesville Shops	Library Pittwater Rd	Sporties Club	Buffalo Road	Top Ryde	Blaxland Road 1	Blaxland Road 2	Eastwood Station	Ryde Hospital	West Ryde	Adelaide Street	Shepherds Bay	Totals
	Trip 1 (9.30)	374	450	419	1	437	391	68	1547	617	638	23	579	2358	593	147	627	83	233	37	61	9622
	Trip 2 (10.30)	281	121	90	3	280	307	11	343	603	239	6	400	1537	424	145	2211	232	386	39	52	7658
	Trip 3 (11.30)	197	28	55	2	57	91	0	48	857	83	3	114	2113	322	62	1550	212	489	51	59	6334
	Trip 4 (1.00)	232	67	50	3	40	105	8	140	326	40	0	51	1368	187	41	809	104	231	24	54	3826
	Trip 5 (2.00)	205	41	32	0	20	38	1	71	251	46	1	76	1253	294	55	604	140	368	38	7	3534
	Totals	1289	707	646	9	834	932	88	2149	2654	1046	33	1220	8629	1820	450	5801	771	1707	189	233	30974

Route 2	Cumulative April 2013 - May 2014	Meadowbank Station	Crowle Home (Ops Cntr)	Dalton Gardens	Club Ryde X	Putney Shops	Morrison Road	Gladesville RSL	Gladesbay Village	Gladesville Shops	Library Pittwater Rd	Sporties Club	Buffalo Road	Top Ryde	Blaxland Road 1	Blaxland Road 2	Eastwood Station	Ryde Hospital	West Ryde	Adelaide Street	Shepherds Bay	Totals
	Trip 1 (9.30)	879	444	20	217	134	424	11	174	67	45	13	695	179	953	917	1499	382	2370	468	182	10073
	Trip 2 (10.30)	645	92	8	89	171	91	4	94	56	27	4	233	117	543	348	862	372	3610	390	90	7846
	Trip 3 (11.30)	1532	36	4	59	98	37	0	46	15	27	1	65	61	213	59	1066	354	2019	239	49	5980
	Trip 4 (1.00)	1312	22	3	35	130	50	4	43	27	24	1	71	88	223	102	442	269	1217	215	105	4383
	Trip 5 (2.00)	1072	38	2	30	68	34	5	53	17	14	2	49	57	150	42	311	184	454	146	42	2770
	Totals	5440	632	37	430	601	636	24	410	182	137	21	1113	502	2082	1468	4180	1561	9670	1458	468	31052

ITEM 10 (continued)

ATTACHMENT 3



ITEM 10 (continued)

ATTACHMENT 3

Background & Methodology

City of Ryde conducted a customer satisfaction survey from March to April 2014. The main objectives of conducting this survey were:

- To understand the overall satisfaction level of users of the Top Ryder Bus service
- To understand aspects of the service that can be potentially improved
- To identify if the service provider 'I Love Oz' are continuing to deliver on service agreements
- To compare the results against those collected in November 2012 to identify any significant changes in satisfaction levels, or usage

Methodology

Paper surveys were distributed on the bus to customers from 6th of March – 30th of April. The data collection period was extended due to a lower response rate initially, to allow sufficient responses to be comparable to 2012. A sample size of n=68 provides an error margin of +/-11.88% at 95% confidence.

Year	No. of surveys printed	No. of completes	Response rate
2012	200	72	36%
2014	350	68	19%

Language of forms returned	2012	2014
English	65%	74%
Simplified Chinese	14%	16%
Traditional Chinese	21%	10%

ITEM 10 (continued)

ATTACHMENT 3

Ratings questions

A unipolar scale of 1 to 5, where 1 was the lowest satisfaction and 5 the highest satisfaction was used in all rating questions.

This scale allows for a mid range position for those who have a divided or neutral opinion.

1	Not at all satisfied
2	Not very satisfied
3	Somewhat satisfied
4	Satisfied
5	Very satisfied

Mean rating explanation

1.99 or less	'Very low' level of satisfaction
2.00-2.49	'Low' level of satisfaction
2.50-2.99	'Moderately low' level of satisfaction
3.00-3.59	'Moderate' level of satisfaction
3.60-3.89	'Moderately high' level of satisfaction
3.90-4.19	'High' level of satisfaction
4.20-4.49	'Very high' level of satisfaction
4.50+	'Extremely high' level of satisfaction

ITEM 10 (continued)

ATTACHMENT 3

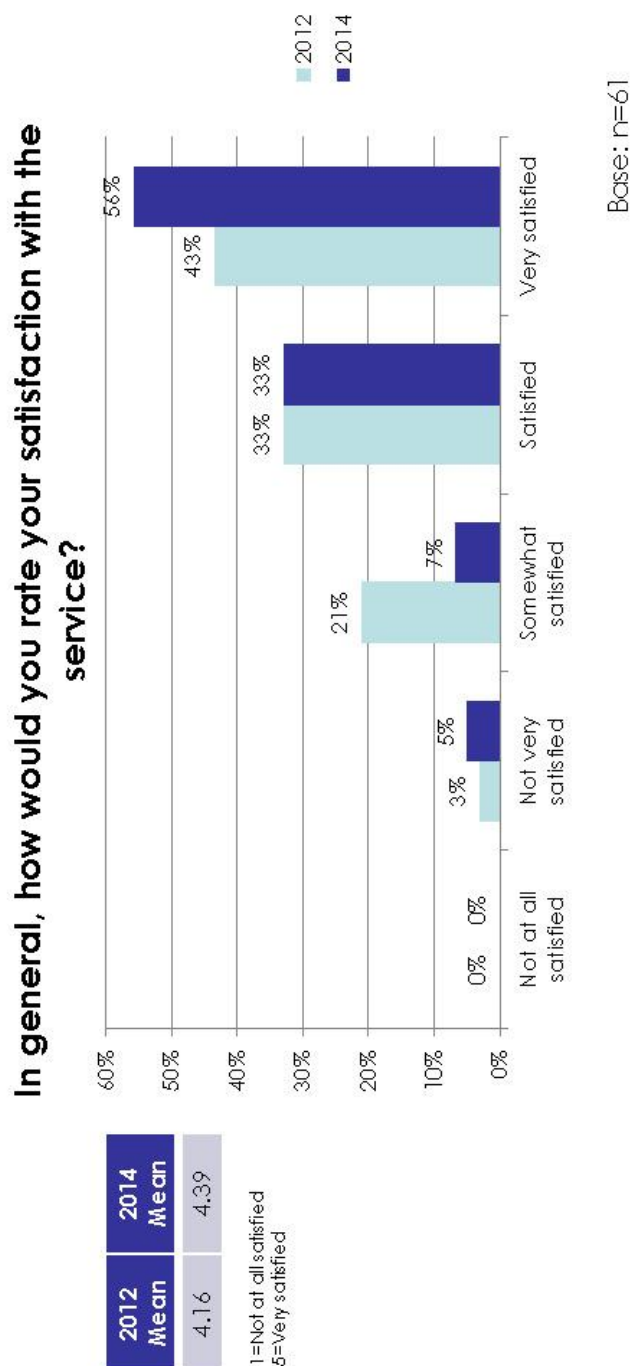
Sample Summary

Gender	2012	2014
Male	34%	21%
Female	66%	79%
Age	2012	2014
25-34	3%	5%
35-44	9%	8%
45-54	6%	7%
55-64	25%	15%
65+	58%	66%
Main language	2012	2014
English	46%	69%
Cantonese	17%	5%
Mandarin	29%	26%
Korean	1%	2%
Armenian	1%	5%
Italian	0%	2%
Other	4%	9%
Concession cards	2012	2014
Pensioner Concession	44%	60%
Seniors Card	51%	2%
Health Care Card	21%	55%
None of these	25%	23%
Other - disability support pension	1%	15%
Language of forms returned	2012	2014
English	65%	74%
Simplified Chinese	14%	16%
Traditional Chinese	21%	10%

ITEM 10 (continued)

ATTACHMENT 3

Overall Satisfaction



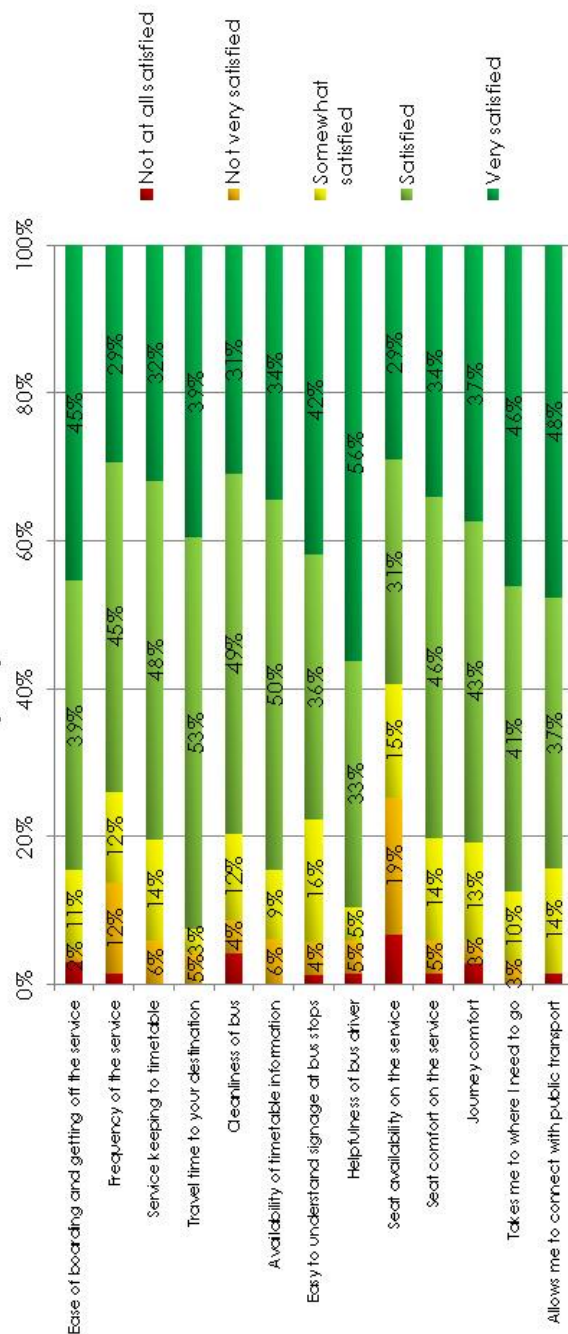
The overall satisfaction level has significantly increased since 2012, with 56% now saying they are 'very satisfied' with the service compared with 43%.

ITEM 10 (continued)

ATTACHMENT 3

Satisfaction With Service Aspects

How would you rate your satisfaction with the following aspects of the Top Ryder Bus service?



Base: n=68

There was a very high level of satisfaction with the helpfulness of the driver, that the bus takes passengers where they need to go, allows them to connect to public transport, and the travel time. Customers were moderately satisfied with the seat availability. @ your doorstep

ITEM 10 (continued)

ATTACHMENT 3

Satisfaction With Service Aspects

	Not at all satisfied	Not very satisfied	Somewhat satisfied	Satisfied	Very satisfied	Mean 2012	Mean 2014
Ease of boarding and getting off the service	3%	2%	11%	39%	45%	4.00	4.22
Frequency of the service	2%	12%	12%	45%	29%	3.48	3.88
Service keeping to timetable	0%	6%	14%	48%	32%	3.63	4.06
Travel time to your destination	0%	5%	3%	53%	39%	4.09	4.27
Cleanliness of bus	4%	4%	12%	49%	31%	4.19	3.97
Availability of timetable information	0%	6%	9%	50%	34%	4.04	4.13
Easy to understand signage at bus stops	1%	4%	16%	36%	42%	3.90	4.12
Helpfulness of bus driver	2%	5%	5%	33%	56%	4.23	4.38
Seat availability on the service	7%	19%	15%	31%	29%	3.47	3.56
Seat comfort on the service	2%	5%	14%	46%	34%	4.07	4.06
Journey comfort	3%	3%	13%	43%	37%	4.04	4.09
Takes me to where I need to go	0%	3%	10%	41%	46%	4.23	4.30
Allows me to connect with public transport	2%	0%	14%	37%	48%	4.10	4.29

1=Not at all satisfied
5=Very satisfied

Significantly higher than 2012

Base: n=68

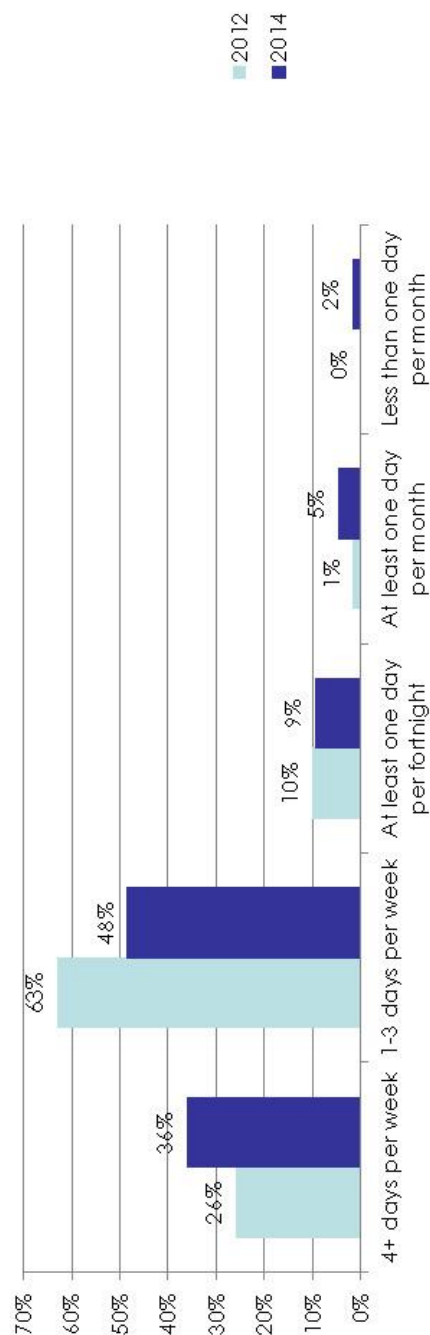
There has been a significant improvement in satisfaction with the frequency of the service, service keeping to timetable, and travel time since 2012.

ITEM 10 (continued)

ATTACHMENT 3

Usage Frequency

How frequently do you use the Top Ryder Bus service?



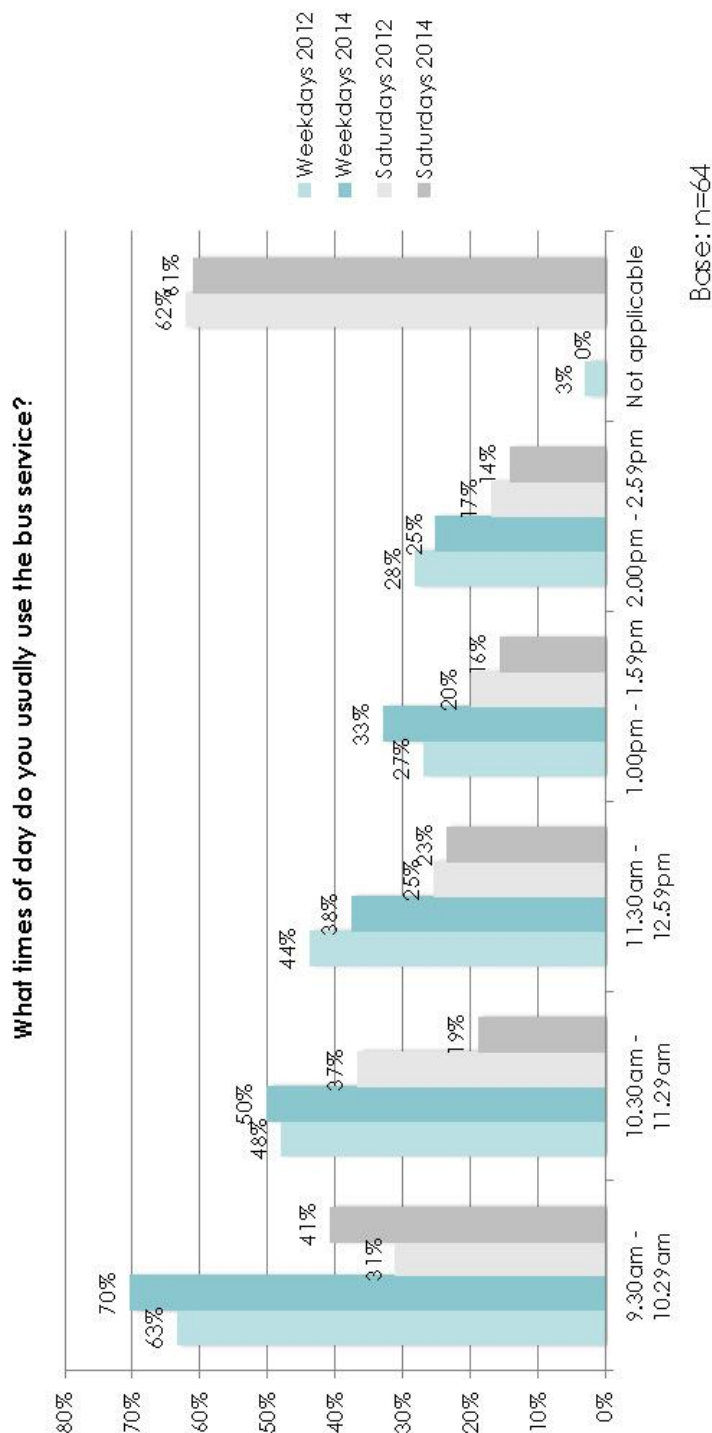
Base: n=64

There appears to be an increase in passengers who use the service 4 or more days a week (36%), compared with 2012 (26%), suggesting more frequent usage.

ITEM 10 (continued)

ATTACHMENT 3

Service Times

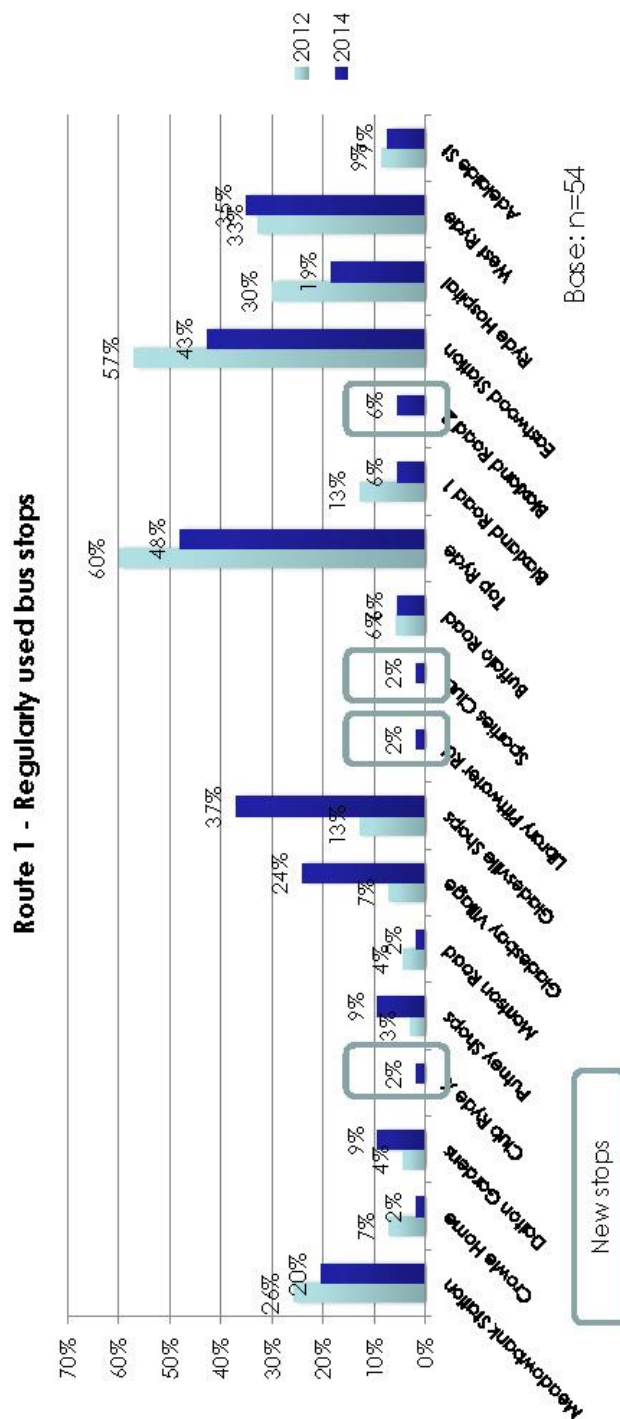


There appears to be slight increases in usage during the 9.30-10.29am service, and 1.00pm-1.59pm service during weekdays. This can be verified against actual usage data. A similar proportion of customers only use the weekday service (61%).

ITEM 10 (continued)

ATTACHMENT 3

Regularly Used Bus Stops – Route 1



86% of customers take both Routes 1 & 2, which was the same as reported in 2012.

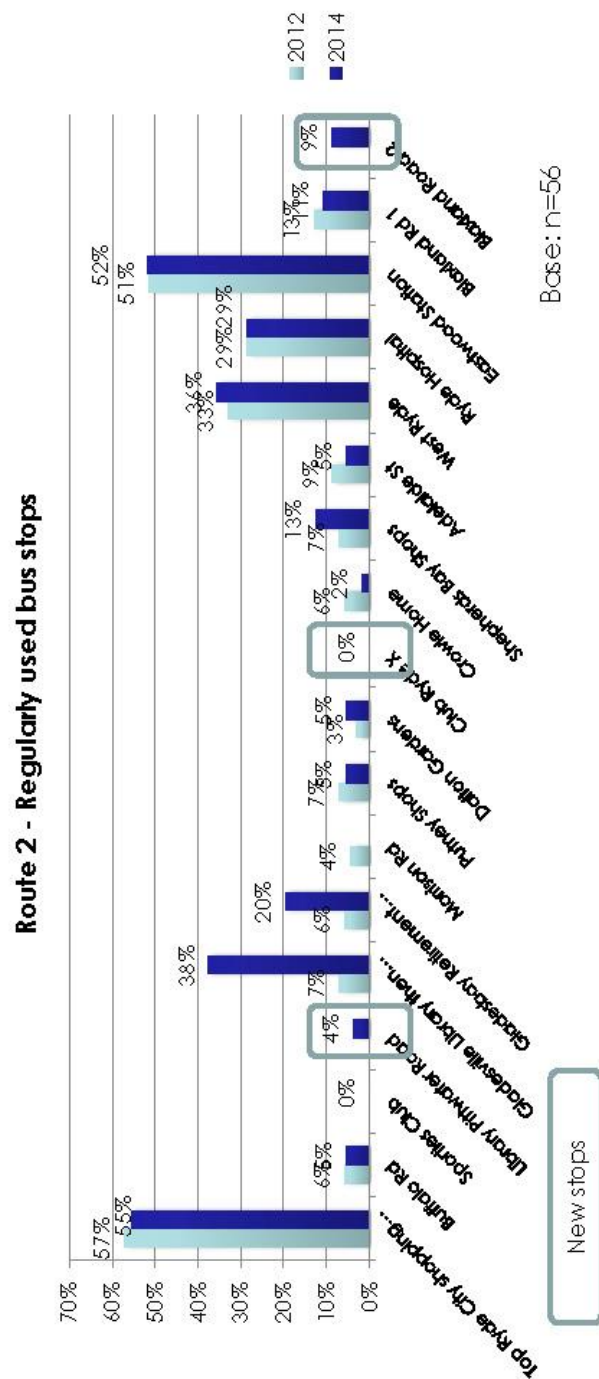
The most frequently used stops on Route 1 are currently Top Ryde, Eastwood Station, Gladesville Shops, West Ryde, and Gladesby Village.

Of the new stops added, a very small proportion of passengers are using these, with Blaxland Road 2 being the most used.

ITEM 10 (continued)

ATTACHMENT 3

Regularly Used Bus Stops – Route 2



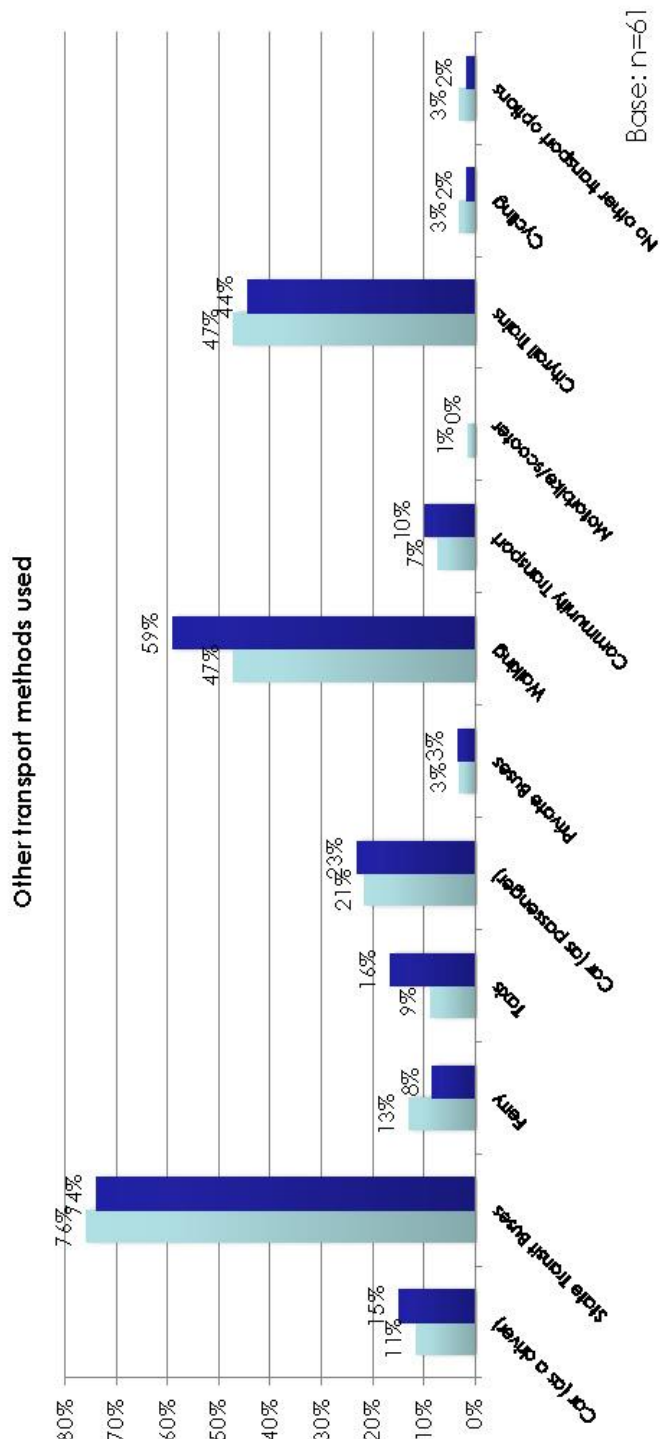
The most frequently used stops on Route 2 are currently Top Ryde, Eastwood Station, Gladesville Library then Gladesville shops, West Ryde, and Ryde Hospital.

Of the new stops added, no respondents reported using Club Ryde X, but about 1 in 10 are using Blaxland Road 2.

ITEM 10 (continued)

ATTACHMENT 3

Other Transport Methods Used



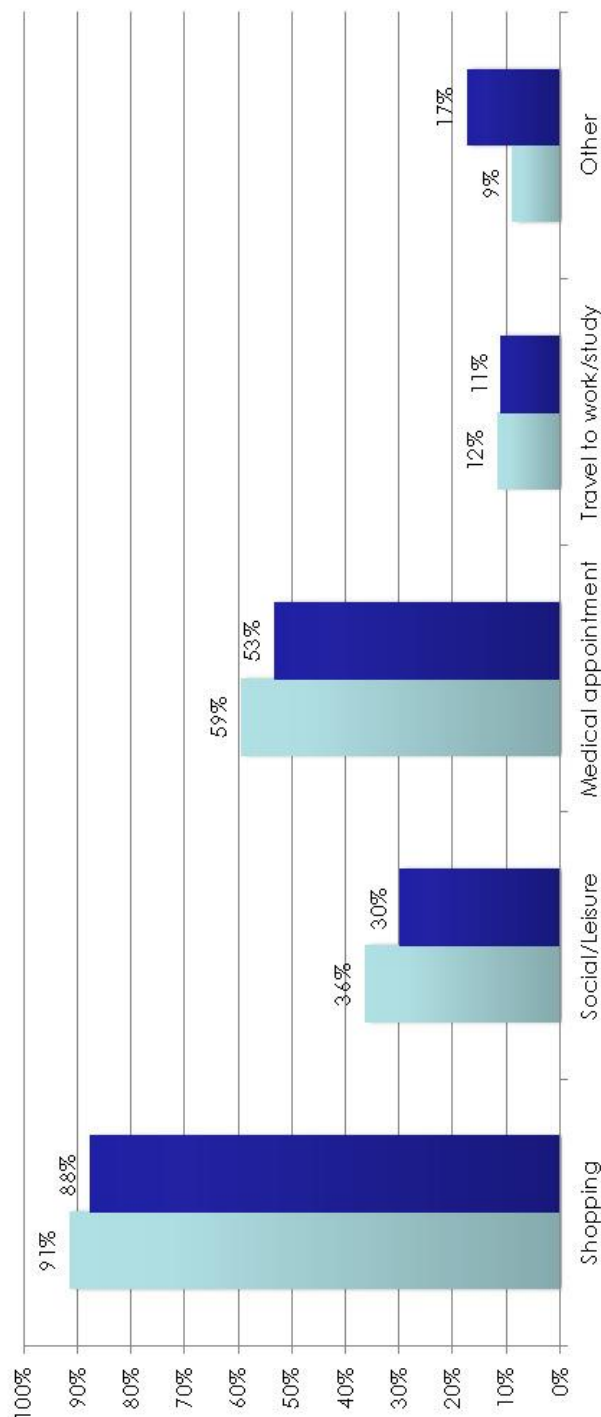
Usage of alternative transport methods remained similar to levels reported in 2012. There appears to be an increase of customers who also reported 'walking' from 47% to 59%, which is interesting given there was also an increase in those aged 65+ who completed the survey.

ITEM 10 (continued)

ATTACHMENT 3

Purposes for using the Top Ryder

Purposes for using the Top Ryder



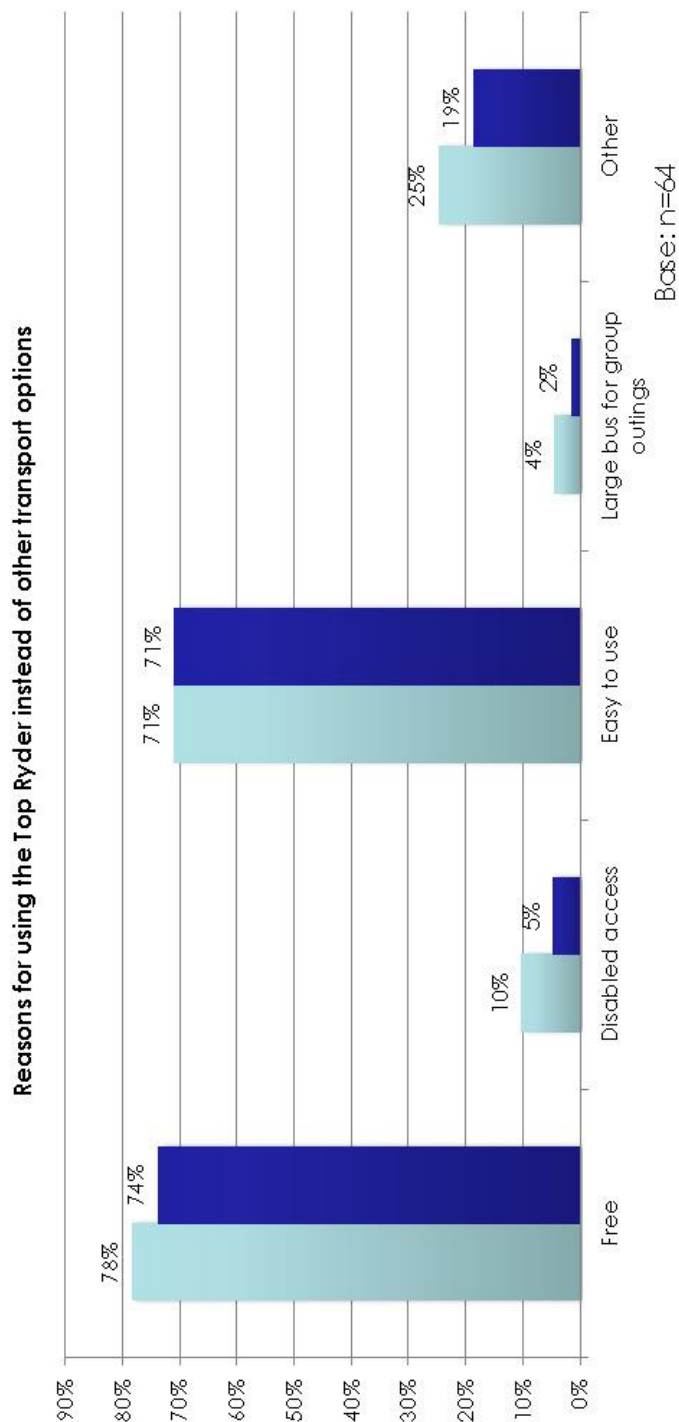
The general trend in terms of main purposes for using the Top Ryder remain similar.

Other reasons stated include: to connect with public transport, visiting family, general errands such as banking, and accessing local amenities such as libraries, and fitness.

ITEM 10 (continued)

ATTACHMENT 3

Reasons for using the Top Ryder instead of other transport options



The main reasons for using the Top Ryder continue to be that it is free and easy to use. Those stating they use the service for disabled access, and group outings however have halved since 2012.

Other reasons stated include: friendly service and driver (Peter), routes meet their needs, and convenient access close to home.

@ your doorstep

ITEM 10 (continued)

ATTACHMENT 3

Suggestions for improvement

Q. Do you have any comments or suggestions that may help to improve the service (including any route changes)? Are there any aspects listed that you are dissatisfied with?

Suggestions for improvement	No. of comments
Extended service - 4pm weekdays, 8am to 5pm, Sundays	6
Driver - drive recklessly, not courteous, poor service (Mr. Li), unhappy to help with information, needs to ensure passengers are seated	6
Bus too full in the morning, not enough seats causing missed services	5
More frequent services	5
Bus should be more prompt/arrive on time	2
Extra route from Gladesville to Macquarie Centre	1
Extra stop - Cox's Rd, North Ryde	1
Extra stop - Ross St, Gladesville	1
Extra stop - west side of Constitution Rd Meadowbank (near pizza shop and Ausgrid)	1
Extra stop at Blackland Rd, Top Ryde (where public buses stop)	1
Extra stop at Ryedale Rd, Eastwood	1
Extra stop at Shepherd's Bay, Meadowbank	1
Extra stop at Smith St, opposite Top Ryde	1
Give priority seating to the elderly	1
Library Pittwater Rd (Route 1) misses passengers due to STA buses	1
Music is too loud	1
Extra stop Route 1 - B1 stop doesn't get many passengers, should move stop to main road to avoid going in a big circle	1
Too hot on board, can't open windows	1

Base: n=32

ITEM 10 (continued)

ATTACHMENT 3

Suggestions for improvement (Verbatim)

Q. Do you have any comments or suggestions that may help to improve the service (including any route changes)? Are there any aspects listed that you are dissatisfied with?

- Bus services are not enough.
- Could the orange bus go towards Shepherds Bay/Meadowbank Shopping Centre. It only goes to railway station.
- Early morning, the bus becomes 'full' sometimes, I am not allowed to get on.
- End time of service at 4pm. Run service on Sundays.
- Excellent route, which meets all our household commitments, within the Ryde C.C. area. Would like to be able to get to North Ryde, Cox's Rd and even midway. Would still use if we had to pay - extremely convenient. Rangers should patrol bus stops - especially West Ryde. Always cars parked at stop.
- Having them on Sundays too!
- Helpfulness of bus driver - 'not courteous.'
Have you ever missed a service as the bus was full 'Yes on 1st service of the day 9.48am'
Journey comfort (smoothness of ride) - not very satisfied on return from Top Ryde
For Route one: An extra stop in Smith St opposite Top Ryde shopping centre/library/medical centres across Pope St would be very convenient to most of the passengers who are elderly and don't have to walk too far to the Entrance of the main shopping centre + avoiding 2 sets of traffic lights i.e. on Blaxland Rd + Tucker St. To other entrances.
Library Pittwater Rd stop Route 1 - often miss passengers because of STA buses.
- I would like to thank all concerned who support this excellent and reliable service.
- Is it possible to add some buses between 8.30am - 9.29am. we wish the bus can be arrived on time.
- Is it possible to learn from Parramatta - free big bus, every 10 minutes, till 5pm. The last bus finishes too early, if it is OK to add one service after that.
- Peter is very good.
- It would be helpful if it stopped on the west side of Constitution Road near the pizza shop and Ausgrid.
- More frequent services.
- Needs most frequently
- One driver Mr. Li's service is very poor.
- Route 1: Driver needs to be sure that a passenger is seated before he moves off.
P.S. Two people living together in retirement filled this in.
- Ryedale Rd nearer shops. Also to stop near Top Ryde shopping centre, Blaxland Rd where public buses stop.

ITEM 10 (continued)

ATTACHMENT 3

Suggestions for improvement (Verbatim)

Q. Do you have any comments or suggestions that may help to improve the service (including any route changes)? Are there any aspects listed that you are dissatisfied with?

- Should run more often
- Some bus drivers drive wrecklessly, some are very unhappy to help with info and one thing which is very uncomfortable is the heat, very hot on board, almost impossible to open the windows. Too hard!
- Some more time at least till 8am to 5pm. Some more area ie suburbs Strathfield, Homebush. Anyway now it is very useful and convenient and we can travel free of cost. Thank you very much.
- Thanks very much for having this bus service. Please tell the driver to voice down the music CD. And please drive smoothly, be on time. I know it is free bus but expect the same service level as the paid public transport.
- The driver is very kind
- The first bus from Eastwood to Top Ryde City is at 10.19am. Is it possible to move the first bus 30 mins earlier that we could do our shopping earlier in the morning, and are able to cook lunch for family members on time.
- The first bus of each day is usually full. Possibly an extra early bus to cope with the high demand of seats.
- The permanent drivers are very good.
- The service and the staff who drive the buses are very professional and courteous, considering the large numbers of new arrivals from overseas who use the Top Ryder Buses. In addition to the senior ages of these users.
- The yellow bus (ROUTE 1) normally doesn't have lots of people to get on at B1 stop. The bus needs to go a big circle to be there and driven out from the stop. Is it possible to move the stop to the main road which will be very convenient for driving?
- There are more and more people use the bus services due to the lots of people come to visit Australia. There are also more people to use the bus services during the school holidays. Elderly people often feel hard to get on the bus, or to get a seat if they are lucky to be able to get on the bus. Sometimes they have to stand. My suggestions are:
 - If it is possible to offer the elderly people a card or offer the elderly people the priority to get on the bus first
 - Add bus services specially in the morning
- This is a good reliable service for the general public to use, especially the elderly. The drivers employed are courteous, efficient, and understand what their passengers require. Please don't change this service thank you.
- This is a much needed and appreciated service.
- This is a plea from Shigha Arakelian of Gladesville Victoria Rd. The route from Gladesville to Macquarie centre, they should be direct route. It is vital for my situation as a person that does not drive, and use buses daily. It would be greatly appreciated that you consider my request. Thank you.
- Wish that some more bus services could be added to the time table
- Yes' - to 'have you ever missed a service as the bus was full'
- Your service helps me to move around and keep myself relatively active. But please, please bring the Ross St. stop back. Walking from Victoria Rd with very bad knee and shopping bags is exhausting. I am almost 70 years old with poor health. Thanks.

ITEM 10 (continued)

ATTACHMENT 3

Key Results Summary

- The overall satisfaction level has increased significantly since 2012. 56% stated they are 'very satisfied' in general with the service compared with 43% in 2012.
- Satisfaction with the frequency of service, service keeping to timetable and travel time have also significantly improved.
- Usage frequency appears to be increasing slightly for those who utilise the service 4 or more times a week.
- There appears to be a low level of usage for new stops added including Club Ryde X, Library Pittwater Rd, and Sporties Club on Route 1, and Library Pittwater Rd and Club Ryde X on Route 2.
- 70% of customers who responded reported using the first service of the day.
- The most common suggestions made to help improve the service were requests for extended service hours, more frequent services, particularly in the morning as customers have reported they have missed services due to the bus being at capacity in the morning.
- Seat availability on the service was also rated lowest in satisfaction compared with all service aspects, with a 'moderate' level of satisfaction.
- There were also reports of some drivers providing a poor service, driving recklessly, and not ensuring passengers are seated before taking off, though some customers have also commended the professional and courteous service provided by other (permanent) drivers.

11 VOLUNTEER READING PROGRAM

Report prepared by: Section Manager - Library Programs
File No.: GRP/09/4/10 - BP14/548

REPORT SUMMARY

At the Council meeting on 10 December 2013, Council resolved to receive a report on whether it is feasible to run a trial program in one of Council's libraries involving senior volunteers, reading to children on a regular basis.

Investigation has shown it is not feasible to run a program involving volunteers assisting with children's events due to resourcing implications arising from child protection requirements. However it is acknowledged that utilising volunteers in library programs is valuable.

This report recommends the library service establish a trial volunteer program focussing on adult targeted events. If successful, the program will become permanent.

RECOMMENDATION:

That Council endorse the library service to run a trial program using volunteers to assist with adult-targeted library events.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Kim O'Grady
Section Manager - Library Programs

Report Approved By:

Jill Webb
Manager - Library Services

Baharak Sahebekhtiari
Acting Group Manager - Community Life

ITEM 11 (continued)**History**

Volunteers have been used in our libraries to help Council conduct a limited range of activities for some years, for example to offer Justice of the Peace (JP) services to our community. Volunteers have also been used to assist in presentation of bi-lingual storytimes. The library also hosts English conversation classes which are run by Relationships Australia, another form of volunteering in public libraries.

Libraries across NSW are increasingly using the services of volunteers to offer a wider range of services to their communities and to assist in community capacity building. By participating in volunteer opportunities in their local library service, members of the community can gain valuable skills, interact with others in the community, and pass on valuable skills to others.

However, volunteer programs can have poor results if potential risks and issues are not well managed. Experiences in libraries in other jurisdictions, particularly the United States, demonstrate how to set up an effective volunteer program. For example, agreements with volunteers have stated duties, expectations, time commitments and assignment completion dates.

We have had reports of very positive experiences in the use of volunteers, including from other libraries using the services of volunteers to run English conversation groups, assist others with family history research or to digitise and index local history collections. Our own highly patronised volunteer JP Service, which runs in our larger libraries, as well as Ryde Hunters Hill Community Volunteers, are also examples of successful volunteer programs.

Discussion

The library service has identified increased use of both volunteers and partnerships as a key tactic in our planning document, *Libraries for Ryde (2014-2024)*. This will allow us to sustain and enhance the services and programs on offer to our community, and assist our community in developing capacity and resilience

- The library planning document, *Libraries for Ryde (2014-2024)* includes a section on the use of volunteers, and our research has identified the following areas where volunteers could be used to expand library service offerings:
- School holiday activity helpers. These volunteers would reduce the number of staff required to supervise activities and enable the library service to expand the popular school holiday program.
- Storytime assistants for bilingual storytimes, to be used on a regular basis. These volunteers would assist staff at storytimes by translating stories into languages other than English.

ITEM 11 (continued)

- Event assistants and marshals to assist with set up, pack up, and the running of events and activities, for example book clubs, knitting groups, and author talks.
- Help with family history research, technology classes, or one on one technology help.

To establish a volunteer support base within the library service the following risks and issues need to be considered and mitigated.

Risks and Issues

The risks and issues involved include regulatory, our duty of care towards children, and professional standards. These are outlined below.

Regulatory

Workplace Health and Safety requirements must be met, including risk assessments and volunteer inductions for all activities where volunteers participate. Council has established means of managing these risks in its current volunteer program.

Volunteers working with children are required to hold a current Working with Children Check. This involves a check against criminal and other records and can be organised online. Persons working with children are subject to ongoing workplace monitoring.

Our duty of care towards children

Children are especially vulnerable and can be taken advantage of by those who care for them. Council currently avoids managing the risk of using volunteers to care for children by not using them in this capacity in its established volunteer program. The library service does occasionally use the services of volunteers to assist in presenting bilingual storytimes. In this instance, risks to children are mitigated by the presence of staff and parents/guardians.

The risks of leaving children in the care of one or two volunteers without staff or parent/guardian supervision are significant and would require setting up onerous procedures and risk management practices. Because of this, any volunteer program involving reading to children would need to operate on the same basis as our current storytime programs, where parents or guardians were present, and staff maintained supervisory oversight.

For reasons of the cost involved in maintaining staff supervision of a reading to children program, it is recommended that the establishment of a substantial volunteer program should commence with adult targeted activities, and then roll out to suitable activities that involve children. Where staff time savings are realised through the use of volunteers we will be able to expand library program offerings, including for children's activities, which as noted by the Mayor are very popular.

ITEM 11 (continued)*Professional standards*

Our volunteer program must either maintain or enhance the current standard of service provided to our community. This can be managed with appropriate procedures to select and train volunteers, and agreed standards of conduct and commitment.

The professional body for librarians, the Australian Library and Information Association, has a statement regarding voluntary work in library and information services. Amongst other things, the statement affirms that volunteers should not replace appropriately qualified and trained staff. The statement supports the provision of volunteer programs in public libraries to enhance services and provide opportunities for the community.

Proposed roles for volunteers in a trial program

Many locals have both the available time and valuable skills to offer our libraries. A well-managed volunteer program would enhance the programs and services on offer to our community as a whole, creating flow on benefits for all library users. If we were to commence a trial volunteer program in our libraries initially focusing on adult-targeted events, volunteer opportunities include:

- Volunteers to conduct events, e.g. lead a technology session for other seniors, or learn to knit class
- Event hosts for events such as author talks, where volunteers greeted attendees, check tickets or bookings, provide information about the event and facilities, and help attendees to any available refreshments
- Activity co-ordinators for book clubs or other activities such as knitting held in our libraries, where the co-ordinator takes responsibility for organisation, book selection, distributing instructions, and welcoming participants as required
- Technical support for events, including the set up and pack up of audio-visual equipment, sound checks, and equipment adjustment
- Physical set up and pack up for large events including moving chairs and other furniture to pre-arranged configurations
- MCs for events, including introducing speakers, making safety announcements, promoting other City of Ryde events and activities, and thanking speakers on our behalf
- Assistance with sourcing speakers or facilitators for activities and events; for example talks or technology classes.

ITEM 11 (continued)

A trial volunteer program could be run for six months, and if successful, the volunteer program could then be made a permanent feature of the library service. Success will be assessed by obtaining feedback from our volunteers, staff and library users. Library staff will also analyse resource usage during the trial program. Where resource savings are made we can use these to expand our volunteer program into other areas, including children's programs.

Options

There are many opportunities for seniors and other volunteers to participate in meaningful volunteer work in our libraries, including both adult and child targeted events.

There are two options for Council to consider.

- The first is that Council endorse that the Library Service should continue with its current limited use of volunteers.
- The second (preferred option) is that Council endorse that the Library Service run a six month trial program using volunteers to assist with adult-targeted library events, and expand this to other program areas if successful.

Financial Implications

Adoption of the recommendation will have no financial impact.

**12 BIKE FUTURES CONFERENCE AND BIKE FUTURES SYMPOSIUM -
October 2014**

Report prepared by: Meeting Support Coordinator
File No.: CLR/07/8/89/5 - BP14/88

REPORT SUMMARY

This report is presented to Council for its consideration of Councillor attendance at the Bike Futures Symposium held at the Customs House in Sydney on Friday, 24 October 2014 and the Bike Futures Conference held at the Melbourne Cricket Ground on 28 to 29 October 2014.

RECOMMENDATION:

- (a) That Council consider the attendance of Councillor/s at the Bike Futures Conference being held at the Melbourne Cricket Ground on 28 to 29 October 2014.
- (b) That Council consider the attendance of Councillor/s at the Bike Futures Symposium being held at Sydney Customs House on 24 October 2014.

ATTACHMENTS

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

Report Prepared By:

Carol Mikaelian
Meeting Support Coordinator

Report Approved By:

Amanda Janvrin
Section Manager - Governance

Shane Sullivan
Acting Group Manager - Corporate Services

ITEM 12 (continued)**Discussion**Bike Futures Symposium Sydney

The Bike Futures Sydney Symposium will be presented by the Bicycle Network in conjunction with City of Sydney on Friday, 24 October 2014 at Customs House in Sydney.

The Bike Futures Symposium is one-day high profile event designed to engage professionals and communities in the latest thinking on transforming lives, places and societies with bike riding.

The Program for the Symposium is **ATTACHED** (Attachment 1).

An invitation was placed in the Councillors Information Bulletin dated 5 June 2014 calling for expressions of interest for Councillors to attend this Conference. Councillor Perram has submitted an interest to attend.

Bike Futures Conference

The Bike Futures Conference will be presented by the Bicycle Network at the Melbourne Cricket Ground on 28 to 29 October 2014.

The program for the 2014 conference will include the following key themes:

- Places for all to ride – planning, engineering, managing
- Encouraging and supporting – the customer focus
- What happens to the bikes and the people?
- Show me the money - the economic benefits of cycling

The Program for the Conference is **ATTACHED** (Attachment 2).

Previously, Council has endorsed Councillors to attend this conference. In 2013, Council resolved that Councillor Perram attend this Conference.

An invitation was placed in the Councillors Information Bulletin dated 22 May 2014 calling for expressions of interest for Councillors to attend this Conference. No Councillors have submitted an interest to attend.

Critical Dates

Early Bird registrations for the Conference and the Symposium close on Monday, 14 July 2014.

ITEM 12 (continued)

Financial Implications

Bike Futures Symposium Sydney

Early-bird registration cost for the Conference is \$295 and includes attendance to all sessions on day of registration, morning and afternoon catering breaks on day of attendance and lunch on day of attendance. Early-bird registration date closes on Monday, 14 July 2014, after which the registration cost is increased to \$345.

The total estimated cost to attend this symposium is approximately \$295 per person.

Bicycle Network's Bike Futures Conference

Early-bird registration cost for the Conference is \$995 and includes attendance to all sessions on days of registration, morning and afternoon catering breaks on days of attendance, lunches on days of attendance, one ticket to the Tuesday evening Conference Dinner and a choice of Bike Tour (subject to availability). Early-bird registration date closes on Monday, 14 July 2014, after which the registration cost is increased to \$1,095. Additional costs for accommodation and flights would also be incurred and are estimated to be \$580 per person.

The total estimated cost to attend this conference is approximately \$1,575 per person.

Currently there is an allocation of \$30,000 in the 2013-2014 budget for Councillor attendance at conferences. The table below outlines an estimation of the balance remaining.

Date of Resolution	Item	Average cost per attendee	Councillors	Balance
Budget for 2013/2014				\$30,000
23/7/2013	Bike Futures Conference	\$2,345	Perram	\$27,655
10/9/2013	Local Government NSW Annual Conference	\$880	Maggio Etmekdjian Pickering Simon Yedelian OAM Chung Petch	\$21,495
8/10/2013	Economic Development Australia Conference	\$1,764	Etmekdjian	\$19,731
12/11/2013	Local Government Women's Association	\$330	Pendleton	\$19,401
11/02/2014	Social Media for the Public Sector Conference	\$1440	Laxale Pickering Simon Yedelian OAM	\$13,641
Balance				\$13,641

The estimated balance remaining is \$13,641 and is subject to Council's resolution on the number of Councillors participating in this conference.

ITEM 12 (continued)**Policy Implications**

There is 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 (Attachment 3) are the Guidelines for Councillor Attendance at Conferences. The Guidelines provide that in addition to the Local Government Association Conference and the National General Assembly of 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.

ITEM 12 (continued)

ATTACHMENT 1

The Program



Bike Futures: building healthy communities through bike riding

Attending Bicycle Network's Bike Futures Symposium opens the door to world-renowned experts in planning, bikes and riders. You'll hear from world leaders in bike advocacy and planning.

You'll learn, and have access to, the tools available to measure and understand riders in your Government or Local Government Area.

You'll also have the chance to contribute to and learn from the experience and expertise from all levels of government, leading professionals in the field and consultants from Australia and overseas.

The program for the 2014 symposium will include the following key themes:

Places for all to ride – planning, engineering, managing

- Speed and Risk: 30 km zones and shared zones.
- Planning the Big Picture: outer suburbs, infill developments.
- Tricks and techniques: Road treatments, storage boxes and contra flow.
- Bike priority: Streets and Intersections.
- The growing urban bike village.

Encouraging and supporting – the customer focus

- Ride 2 School – our next generation of riders
- Next Generation Mapping and Wayfinding.
- The needs of different demographics and ages (e.g. teen cycling, older people)
- Community led initiatives – what can they tell us?

What happens to the bikes and the people?

- End of Trip Solutions – parking, showers, cages etc
- Planning laws relating to buildings and bikes
- Shared space – how do we deal with all these healthy people?

Show me the money - the economic benefits of cycling

- The health benefits of bike riding – who pays, who benefits?
- Coordination across departments
- Tourism and bike riding – rail trails, mountain biking parks, events

ITEM 12 (continued)

ATTACHMENT 1

Speakers

The Bike Futures Conference 2014 will feature a range of National and International speakers with specific expertise in areas of the bike planning world.



Keynote Presenter

Lucy Saunders

Consultant in Public Health, Greater London Authority and Transport for London

This years keynote speaker **Lucy Saunders** works as a Public Health Specialist for the Greater London Authority. She has consistently championed the health/transport case to transform London as a re-invigorated walking and cycling city.



ITEM 12 (continued)

ATTACHMENT 2

The Program

Bike Futures: building healthy communities through bike riding



Attending Bicycle Network's Bike Futures Conference opens the door to world-renowned experts in planning, bikes and riders. You'll hear from world leaders in bike advocacy and planning.

You'll learn, and have access to, the tools available to measure and understand riders in your Government or Local Government Area.

You'll also have the chance to contribute to and learn from the experience and expertise from all levels of government, leading professionals in the field and consultants from Australia and overseas.

ITEM 12 (continued)

ATTACHMENT 2

The program for the 2014 conference will include the following key themes:

Places for all to ride – planning, engineering, managing

- Speed and Risk: 30 km zones and shared zones.
- Planning the Big Picture: outer suburbs, infill developments.
- Tricks and techniques: Road treatments, storage boxes and contra flow.
- Bike priority: Streets and Intersections.
- The growing urban bike village.

Encouraging and supporting – the customer focus

- Ride 2 School – our next generation of riders
- Next Generation Mapping and Wayfinding.
- The needs of different demographics and ages (e.g. teen cycling, older people)
- Community led initiatives – what can they tell us?

What happens to the bikes and the people?

- End of Trip Solutions – parking, showers, cages etc
- Planning laws relating to buildings and bikes
- Shared space – how do we deal with all these healthy people?

Show me the money - the economic benefits of cycling

- The health benefits of bike riding – who pays, who benefits?
- Coordination across departments
- Tourism and bike riding – rail trails, mountain biking parks, events

ITEM 12 (continued)

ATTACHMENT 2

Speakers

The Bike Futures Conference 2014 will feature a range of National and International speakers with specific expertise in areas of the bike planning world.



Keynote Presenter

Lucy Saunders

Consultant in Public Health, Greater London Authority and Transport for London

This years keynote speaker **Lucy Saunders** works as a Public Health Specialist for the Greater London Authority. She has consistently championed the health/transport case to transform London as a re-invigorated walking and cycling city.



ITEM 12 (continued)

ATTACHMENT 3



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

13 APPOINTMENT OF MEMBERS TO THE BUSHLAND AND ENVIRONMENT ADVISORY COMMITTEE

Report prepared by: Service Unit Manager - Open Space

File No.: GRP/09/4/1/7 - BP14/741

REPORT SUMMARY

This report has been prepared in response to Council resolution from 20 May 2014 to seek nominations for the Bushland and Environment Advisory Committee.

The nomination process was advertised in the local media, on Council website and via local networks.

Nine (9) nominations were received, all with a keen interest in preservation, conservation and management of natural areas and environmental health and sustainability issues. An assessment of the nominations by Council staff recommends that Council endorse appointment of all nominees and seek additional representation from the industry and educational institutions.

RECOMMENDATION:

- (a) That Council endorse the appointment of all nominations to the Bushland and Environment Advisory Committee.
- (b) That the Bushland and Environment Advisory Committee be requested to review their terms of Reference at their first meeting and report back to Council their confirmation of this matter.
- (c) That Council approach Lane Cove National Park, Macquarie University and Ryde TAFE for their nomination.

ATTACHMENTS

- 1 Nominations for Bushland and Environment Advisory Committee – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL**

Report Prepared By:

Tatjana Domazet
Service Unit Manager - Open Space

Report Approved By:

Baharak Sahebekhtiari
Acting Group Manager - Community Life

ITEM 13 (continued)**Background**

At its meeting on 25 February 2014, Council resolved, in part, the following:

- (h) *That Council establish as soon as possible a Bushcare and Environment Committee and that a further report be provided to Council reviewing the existing Advisory Committee structure in 2016 in preparation for the next term of Council.*

Furthermore, at its meeting on 8 April 2014, Council resolved the following:

- (a) *That the establishment of the Bushland and Environment Advisory Group be expedited by:*
 - *Nomination of a Councillor to Chair the Bushland and Environment Advisory Group.*
 - *Nomination of other Councillors to join the Bushland and Environment Advisory Group.*
 - *Setting an initial meeting date in early May 2014 inviting up to five representatives from the Volunteer Bush Regenerators' Network to consider a draft Terms of Reference for the Bushland and Environment Advisory Group.*
 - *As soon as possible, advertising to seek additional nominations for membership of the Bushland and Environment Advisory Group in the Northern District Times.*
- (b) *That Council nominate Councillor Pendleton as the Chair of the Bushland and Environment Advisory Committee.*
- (c) *That Council nominate Councillors Perram and Laxale as members of the Bushland and Environment Advisory Committee.*

Following the initial meeting with the representative from the Volunteer Bush Regeneration Network, the draft Terms of Reference were submitted to the Works and Community Committee meeting of 20 May 2014 for consideration and the Committee resolved the following:

- (a) *That Council endorse the **ATTACHED** Terms of Reference for the Bushland and Environment Advisory Committee with a clarification to Section 3 Point 2 to permit one bushcare representative from each ward.*
- (b) *That Council seek nomination for the membership of the Bushland and Environment Advisory Committee in the Northern District Times, via Council website and relevant community networks.*

ITEM 13 (continued)

Discussion

In accordance with the Council resolution, Council sought nomination for the membership of the Bushland and Environment Advisory Committee (BEAC) in the Northern District Times, via Council website and relevant community networks.

The Committee's Term of Reference recommends membership to comprise of the following stakeholder representatives:

- Up to 3 bushcare group representatives, 1 from each ward
- Up to 5 representatives from different environmental and/or sustainability stakeholder groups that are not already represented on the committee
- Up to 3 community representatives that are not members of other groups represented on the committee
- Up to 3 industry and/or educational representatives that are currently not employed or contracted by the City of Ryde.

The process attracted a variety of nominees with a keen interest in preservation, conservation and management of natural areas, wildlife and their habitat corridors and environmental health and sustainability issues.

The summary of nominees is listed in the table below. All nominations are attached to this report (**ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER - CONFIDENTIAL**).

Name	Representing	Stakeholder
Bev Debrincat	IEWF/Habitat Network/ The Habitat/VBR Network	Environmental and/or sustainability stakeholder group
Peter Brown	Brush Farm Park Preservation Group	Bushcare group representatives, West Ward
David Thomas	Friends of Darvall Park	Bushcare group representatives, West Ward
Libby Lawson	Pryor and Portius Parks Bushcare groups	Bushcare group representatives, East Ward
Pamela Reeves	Ryde Hunters Hill Flora Fauna Preservation Society	Environmental and/or sustainability stakeholder group
Justin Alick	Resident, Student @ Macquarie University	Community representative
Margaret Kelly	Meadowbank Park Bushcare	Bushcare group representatives, Central Ward
Jill Hartley	Ryde Environment Group	Environmental and/or sustainability stakeholder group
Geoff Hudson	Resident, Committee member	Community representative

ITEM 13 (continued)

The Terms of Reference allows for a maximum of 15 members representing 4 key stakeholders groups.

Out of 9 nominations, 4 were from Bushcare groups (2 from West Ward and 1 from East and Central Wards), 3 from environmental groups and 2 from community representatives. Given that no nominations were received from industry or educational institutions, it is recommended that Council approach Lane Cove National Park, Macquarie University and Ryde TAFE and seek their nomination to the Committee.

Given that Council has not received excessive number of nominations from any stakeholder group, it is recommended that Council accepts all bushcare group nominations.

Financial Implications

Adoption of the recommendation will have no financial impact.

14 REPORTS DUE TO COUNCIL

Report prepared by: Section Manager - Governance
File No.: CLM/14/1/4/2 - BP14/177

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 10 June 2014 (listing **ATTACHED**).

There are currently 29 reports listed. Following consideration of this report there will be seven overdue reports due to Council.

RECOMMENDATION:

That the report on Outstanding Council Reports be endorsed.

ATTACHMENTS

1 Outstanding Council Reports - as at 10 June 2014

Report Prepared By:

Amanda Janvrin
Section Manager - Governance

Report Approved By:

Shane Sullivan
Acting Group Manager - Corporate Services

ITEM 14 (continued)

ATTACHMENT 1

Outstanding Reports

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE 15/12 - REVIEW OF POLICIES REGARDING VISITING OVERSEAS DELEGATIONS AND SISTER CITY RELATIONSHIPS	13/08/2013	Council resolved that a Workshop be conducted to allow Council to reconsider its policy with regard to Visiting Overseas Delegations and all aspects of existing sister city relationships. This Workshop has been held.
Meeting Date		Anticipated date	
13/11/2012	(b) That the General Manager bring back a report to Council of existing sister city relationships.	23/09/2014	Subsequently, Council asked that a further workshop be conducted with Korean representatives.
Group		Officer	
Corporate Services		Shane Sullivan	Due to the large number of planned workshops this workshop will be delayed. Workshop anticipated to be held in April 2014 with a report to follow.
			It was planned for this workshop to be held on 22 April 2014, however as a result of Councillor feedback this has been rescheduled to 27 May 2014.
			Workshop with Dong Guan Business Chambers held on 27 May 2014.

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ITEM 14 (continued)

ATTACHMENT 1

10-Jun-14

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*Further Councillor workshop
scheduled for 26 August 2014 to
discuss opportunities and
options. Report to be presented
for Council's consideration on 23
September 2014.*

ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	7-9 RUTLEDGE STREET, EASTWOOD, LOT 23 DP 4231 and LOT 24 DP 653568. Local Development Application for a mixed use development, containing 6 retail/commercial tenancies, 79 units & basement parking for 155 cars & strata subdivision. LDA 2011/0612.	3/12/2013	Amended plans and information to be submitted and then renotified. Not yet received.
Meeting Date			Amended plans not yet received as at March 2013.
27/11/2012	That Local Development Application No. 2011/0612 at 7-9 Rutledge Street, Eastwood, being LOT 23 DP 4231 and LOT 24 DP 653568 be deferred pending receipt of the information required by the deferred commencement conditions including amended plans etc and exhibition of this information with a further report to Council for consideration in 2013.	Anticipated date 22/07/2014	Follow-up letter to applicant sent seeking amended plans 3 April 2013 - applicant has requested more time to provide amendments.
Group		Officer	
Environment and Planning		Liz Coad	Date of Report to be determined upon receipt of amended plans. Amended plans not yet received as at August 2013.
			Some amended plans received, still awaiting further plans as at September 2013. Notification to be undertaken upon receipt of complete amendments and report to Council to follow.
			Amended plans Received. Notification closes 30 October 2013.
			Amended Plans do not address all

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ITEM 14 (continued)

ATTACHMENT 1

10-Jun-14

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issues identified by Council.
Further amendments required.
New date of report yet to be
determined.

Amended Plans on exhibition.
Notification closes 19 March
2014. Significant changes to
staging and parking/driveway
proposal requires significant
assessment work. Report
proposed for July 2014.

Further amendments required as a
result of issues including those
raised by RMS.

Amended Plans not yet received.

ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	NOTICE OF MOTION - AMENDMENT TO VOLUNTARY PLANNING AGREEMENT (VPA) POLICY	24/09/2013	<i>In keeping with the Integrated Open Space Plan, the amended VPA Policy seeking additional open space, was approved by Council at its meeting held on 13 August 2013.</i>
Meeting Date 14/05/2013	(b) The Acting General Manager prepare a report identifying how much money Council has for open space acquisition and identify potential purchases for consideration by Council in keeping with the Draft IOSP.	Anticipated date 14/10/2014	<i>The Open Space Future Provision Plan is currently under development and will be discussed at a confidential Councillor workshop to be held in November 2013.</i>
Group Community Life		Officer Tatiana Domazet	<i>Workshop deferred to February 2014.</i>
			<i>Workshop further delayed to 18 March due to another workshop needing to take priority.</i>
			<i>Workshop was held in March, and a further workshop to be scheduled as soon as practicable.</i>

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	NOTICE OF MOTION - ADVERTISING ON PUBLIC LAND AND AROUND DOG OFF LEASH PARKS	10/12/2013	Investigation is being undertaken on potential policy changes required to allow advertising, currently City of Ryde's LEP and DCP falls under a 'no 3rd Party advertising' category which disallows any private or council owned property, including in parks.
Meeting Date		Anticipated date	
28/05/2013		22/07/2014	
Group		Officer	
Community Life	<ol style="list-style-type: none"> 1. That the Acting General Manager provide a report to Council advising of the options for advertisement around the dog off leash parks including proposed fees and terms and conditions for such advertising that are compliant with the requirements of the State Environmental Planning Policy 64. 2. That the Acting General Manager investigate the potential of advertising on public land as an revenue generating option such as advertisement around dog parks, with the expression of interests to be sent to all local vet business and dog food companies, and report back to Council. 	Tatjana Domazet	Report anticipated for Council Meeting of 22 July 2014.

ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution ICAC PUBLIC INQUIRY	Due Date of Report	Comments/Update <i>No further action, pending release of ICAC findings.</i>
Meeting Date 25/06/2013	6. That Council endorse staff undertaking no further work on the Development Application before Council in relation to 826 Victoria Road, Ryde until the Commission has handed down its findings in this matter.	Anticipated date	
Group Environment and Planning		Officer	
Meeting Type Council	Resolution ESTABLISHING AN INTEGRATED YOUTH SERVICE HUB	Due Date of Report 14/07/2015	Comments/Update <i>This report will be provided to Council in July 2015, after a duration of 24 months as per the resolution.</i>
Meeting Date 23/07/2013	(d) That following the trial period (2 years), a review of the Integrated Youth Service Hub governance model be undertaken by Community and Culture and reported to Council.	Anticipated date 14/07/2015	
Group Community Life		Officer Gunjan Tripathi	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution PLANNING PROPOSAL - 10 MONASH ROAD AND 2 COLLEGE STREET, GLADESVILLE	Due Date of Report 27/05/2014	Comments/Update <i>Date of exhibition yet to be determined.</i>
Meeting Date 24/09/2013	(c) That, in the event of a gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, the planning proposal be placed on public exhibition and a further report be presented to Council following the completion of the community consultation advising of the outcomes and next steps.	Anticipated date 22/07/2014	<i>DOP has issued a Gateway determination approving the exhibition of the Planning Proposal. The DOP conditions require the Planning Proposal to be exhibited with the Bunning's Site Traffic Study (currently underway).</i>
Group Environment and Planning		Officer Meryl Bishop	
Meeting Type Council	Resolution PLANNING PROPOSAL - AMENDMENTS TO LEP 2013	Due Date of Report 27/05/2014	Comments/Update <i>Land Owner advised of deferral; Public Works preparing report to Works Committee on drainage and structural issues relating to the site; a further report regarding the planning controls for the site will be provided at a latter date.</i>
Meeting Date 8/10/2013	(f) That Council defer amending the planning control for 100 Rowe Street Eastwood from the Planning Proposal Amendments to DLEP 2013 to allow further consideration and discussion with the land owner of the flooding solutions / proposed planning controls for the site. The matter will be reported to Council at a later date.	Anticipated date 22/07/2014	
Group Environment and Planning		Officer Meryl Bishop	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	PLANNING PROPOSAL - AMENDMENTS TO LEP 2013	27/05/2014	<i>Date of exhibition yet to be determined.</i>
Meeting Date 8/10/2013	(c) That in the event of a gateway determination being issued pursuant to Section 56 of the Environmental Planning and Assessment Act 1979, the Planning Proposal Amendments to DLEP 2013 be placed on public exhibition and a further report be presented to Council following the completion of the exhibition period.	Anticipated date 22/07/2014	<i>The Department considered the Planning Proposal on 8 May 2014. The Director-general's recommendation as to whether the Proposal can proceed to exhibition has not yet been received.</i>
Group Environment and Planning		Officer Meryl Bishop	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE - NIGHT FOOD MARKETS IN EASTWOOD	22/07/2014	<i>This report is underway and will be provided to Council in July 2014.</i>
Meeting Date 26/11/2013		Anticipated date 22/07/2014	
Group Community Life	<p>(a) That Council in conjunction with Eastwood Events and Promotions Committee investigate the operation of Night Food Markets including development of objectives, operating parameters and terms and conditions for a potential Market.</p> <p>(b) That all funding options be explored as part of the investigation.</p> <p>(c) That at the completion of the investigation as outlined in parts (a) and (b), a report be presented to Council.</p> <p>(d) That Council further investigate the operation of Night Food Markets as outlined in parts (a) and (b) above in other town centres and that a report be presented to Council.</p>	Officer Derek McCarthy	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution EASTWOOD TOWN CENTRE MASTER PLAN	Due Date of Report 22/07/2014	Comments/Update <i>Exhibition period expected to be 5 March 2014 to 16 April 2014. Two Community Information Sessions will be held during this period.</i>
Meeting Date 10/12/2013	That the Eastwood Town Centre Master Plan be placed on public exhibition for a period of at least six weeks, commencing in February 2014, and that following the public exhibition period, a further report be presented to Council.	Anticipated date 22/07/2014	
Group Environment and Planning		Officer Meryl Bishop	<i>Notification area expanded and exhibition period extended until 14 May 2014. An additional information session will also be held on 3 May 2014.</i>
Meeting Type Council	Resolution MAYORAL MINUTE - VOLUNTEER READING PROGRAM - COMPLETE	Due Date of Report 24/06/2014	Comments/Update <i>Report presented to Council on 24 June 2014.</i>
Meeting Date 10/12/2013	That Council staff prepare a brief report regarding the feasibility of running a trial program in one of Council's Libraries involving a seniors volunteer or other volunteer, reading to children who are in the care of the Library concerned. The report is to be completed in six months.	Anticipated date 24/06/2014	<i>COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).</i>
Group Community Life		Officer Jill Webb	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Works and Community	Resolution NOTICE OF MOTION - BUSH REGENERATION ACTIVITIES - COMPLETE	Due Date of Report 17/06/2014	Comments/Update <i>Bush Regeneration Services tender advertised and is being assessed. Report presented to the Works and Community Committee Meeting on 17 June 2014.</i>
Meeting Date 25/02/2014	That the General Manager provide a status report to the Works and Community Committee on bush regeneration activities on Council land within the City of Ryde. The report should include details of paid and volunteer work during the last 12 months, the current condition of bushland subject to active regeneration and plans for the future.	Anticipated date 17/06/2014	COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).
Group Community Life		Officer Tatjana Domazet	
Meeting Type Council	Resolution MAYORAL MINUTE - COFFEE CART SERVICE - EASTWOOD LIBRARY AREA	Due Date of Report 24/06/2014	Comments/Update <i>Update 9 May 2014: Investigations are currently being undertaken. It is anticipated that this matter will be reported to Council in July 2014.</i>
Meeting Date 11/03/2014	That Council staff investigate all opportunities for commercial operations such as coffee cart/kiosk services in various locations such as in or around Council libraries, sporting areas, foreshores etc.	Anticipated date 22/07/2014	
Group Public Works		Officer Chris Redman	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution PUBLIC TOILET AT SAGER PLACE SHOPPING CENTRE - COMPLETE	Due Date of Report 22/07/2014	Comments/Update <i>Contact made with owners of 8 Sager Place to discuss opportunities for leasing toilets for public use.</i>
Meeting Date 8/04/2014	(c) That the matter be reported back to Council.	Anticipated date 22/07/2014	<i>Report presented to Council on 24 June 2014.</i>
Group Environment and Planning		Officer Meryl Bishop	<i>COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).</i>
Meeting Type Council	Resolution PROPOSED SALE - WALKLEY PATHWAY, WEST RYDE	Due Date of Report 29/07/2014	Comments/Update <i>Negotiations to take place. It is expected that a report will be submitted to Council by 26 August 2014, at the latest, following these negotiations.</i>
Meeting Date 8/04/2014	(b) That this matter be reported back to Council following further negotiations being finalised.	Anticipated date 26/08/2014	
Group Public Works		Officer Chris Redman	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Works and Community	DRAFT GLADESVILLE PEDESTRIAN AND MOBILITY ACCESSIBILITY PLAN - FOR PUBLIC EXHIBITION	22/07/2014	<i>Exhibition Period closed 30 May 2014.</i>
Meeting Date 15/04/2014	(b) That Council consider a further report on the Gladesville Town Centre Pedestrian Access and Mobility Plan for consideration and determination after the public exhibition period has finished and all submissions have been considered.	Anticipated date 12/08/2014	
Group Environment and Planning		Officer Sam Cappelli	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	DRAFT FOUR YEAR DELIVERY PLAN 2014/2018 INCLUDING ONE YEAR OPERATION PLAN 2014/2015 - COMPLETE	24/06/2014	<i>Draft Four Year Delivery Plan 2014/2018 including One Year Operational Plan 2014/2015 has been placed on public exhibition from 30 April 2014 to 6 June 2014.</i>
Meeting Date 22/04/2014	(c) That following the public exhibition period detailed in part (b), Council consider all public submissions at its meeting to be held on Tuesday, 24 June 2014 prior to formally adopting its Four-Year Delivery Plan 2014/2018 including the One-Year Operational Plan 2014/2015.	Anticipated date 24/06/2014	<i>Following exhibition period, a report will be presented to the Council Meeting on 24 June 2014 to consider all public submissions.</i>
Group Corporate Services		Officer John Todd	<i>Report presented to Council on 24 June 2014.</i>
			<i>COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).</i>

ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE - CCTV CAMERAS - EASTWOOD - COMPLETE	10/06/2014	Council staff is currently undertaking an assessment with Eastwood Police of safety issues and the concern leading to the Korean Chamber of Commerce's request for CCTV in Eastwood Plaza including the costs for CCTV installation, maintenance and operation. As well as an assessment of the effectiveness of CCTV cameras in that location in consultation with the Eastwood Police.
Meeting Date 22/04/2014	(a) That Council staff prepare a report for Council's consideration on 27 May 2014, on the cost of CCTV installation and maintenance including possible ongoing maintenance funding from any level of Government. The report should include details of previous investigations into the provision of CCTV cameras.	Anticipated date 10/06/2014	The report is planned as a late report for Council's consideration on 10 June 2014, given that the grant deadline is 12 June 2014.
Group Community Life		Officer Derek McCarthy	COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).

ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE - PUTNEY HILL - CHANGE OF STREET NAME - LARDELLI DRIVE - COMPLETE	10/06/2014	Meeting with Fraser's and residents scheduled for 15 May 2014.
Meeting Date 22/04/2014	(b) That the Acting General Manager provide a further report back to Council on the results and feedback from the consultation.	Anticipated date 10/06/2014	Matter has been put on the agenda of the next meeting of the Geographical Naming Board - 20 May 2014.
Group Environment and Planning		Officer Dyalaan Govender	Report presented to Council on 10 June 2014. <i>COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).</i>

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	RE-ESTABLISHMENT OF ALCOHOL FREE ZONES IN EASTWOOD - COMPLETE	22/07/2014	The proposal to re-establish alcohol free zones in Eastwood is currently on public exhibition until 30 May 2014.
Meeting Date 22/04/2014	(d) That Council receive a further report on the Alcohol Free Zones if any adverse comment is received during the public consultation.	Anticipated date 24/06/2014	No adverse comments were received during the exhibition period. Staff will now move ahead with updating signage and placing a notice in the Northern District Times to advise that operation of zones to be in place from 1 July 2014 to 30 June 2018.
Group Community Life		Officer Derek McCarthy	COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution COUNCIL PARKING INFRINGEMENT POLICY	Due Date of Report 12/08/2014	Comments/Update
Meeting Date 13/05/2014	That Council review its Enforcement Parking Policy considering the NSW Law Reform Commission's Report, particularly those parts:	Anticipated date 12/08/2014	
Group Environment and Planning	(a) referring to vulnerable persons; and (b) the issuing of cautions.	Officer Leon Marskell	
Meeting Type Council	Resolution MATTER OF URGENCY - NOISE FROM GARBAGE TRUCKS	Due Date of Report 22/08/2014	Comments/Update <i>Update 3 June 2014: Council staff have commenced investigations in preparation of this report, including discussions with neighbouring Council's and industry practices. This matter will be reported in August 2014.</i>
Meeting Date 13/05/2014	That the Acting General Manager provide a report to Council outlining Council's policy with regard to the process for the collection of rubbish at multi-dwelling sites and adjoining commercial premises.	Anticipated date 19/08/2014	
Group Public Works		Officer Jude Colechin	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE - WAR MEMORIAL HONOUR BOARD	26/08/2014	<i>Awaiting advice from the Committee.</i>
Meeting Date		Anticipated date	
13/05/2014	That the concept of War Memorial Honour Board to be unveiled on the Centenary of ANZAC, be referred to the City of Ryde ANZAC Centenary Committee for its consideration and report back to Council.	26/08/2014	
Group		Officer	
Community Life		Derek McCarthy	
Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	MAYORAL MINUTE - NATIONAL WALK SAFELY TO SCHOOL DAY – 23RD MAY	12/08/2014	<i>Staff are preparing costs for the breakfasts for schools involved in the program.</i>
Meeting Date		Anticipated date	
13/05/2014	(c) That upon confirmation of the level of participation in the healthy community breakfast initiative, that a further report be brought to Council regarding funding of the initiative.	12/08/2014	
Group		Officer	
Community Life		Derek McCarthy	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	ACTING GENERAL MANAGER ARRANGEMENTS - COMPLETE	10/06/2014	Further report presented to Council on 10 June 2014.
Meeting Date		Anticipated date	
13/05/2014	(b) That Council commence a merit based recruitment process for the position of General Manager. If Council supports this option a further report to Council would be provided outlining the recruitment process for Council's confirmation.	10/06/2014	COMPLETED (To be removed following the Council Meeting to be held on 24 June 2014).
Group		Officer	
Corporate Services		Melissa Attia	
Meeting Type	Resolution	Due Date of Report	Comments/Update
Council	CIVIC CENTRE - MAINTENANCE SCHEDULE - UPDATE AND REVISED ESTIMATE OF WORKS	24/06/2014	Workshop with Councillors scheduled for 15 July 2014.
Meeting Date		Anticipated date	
13/05/2014	That this matter be deferred to a Council Meeting in June 2014.	22/07/2014	Report to be presented to Council on 22 July 2014.
Group		Officer	
General Manager		Roy Newsome	

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ITEM 14 (continued)

ATTACHMENT 1

Meeting Type Council	Resolution HERITAGE ADVISORY COMMITTEE - Minutes 16 April 2014	Due Date of Report 9/09/2014	Comments/Update
Meeting Date 27/05/2014	That Council staff prepare a report investigating: (a) the possible future locations for the insignia, small plaque and laurel wreath; and (b) the heritage listing the insignia, small plaque and laurel wreath that was removed from the decommissioned Ryde memorial cenotaph in Ryde Local Environment Plan.	Anticipated date 26/08/2014	
Group Environment and Planning		Officer Meryl Bishop	
Meeting Type Works and Community	Resolution FLOODPLAIN RISK MANAGEMENT STUDIES - PARRAMATTA RIVER	Due Date of Report 7/10/2014	Comments/Update <i>Update 5 June 2014: A report will be submitted to Council in October 2014 on the outcome of the public exhibition.</i>
Meeting Date 3/06/2014	(c) That a further report be submitted to Council following the completion of the public exhibition period.	Anticipated date 7/10/2014	
Group Public Works		Officer Charles Mahfoud	

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CONFIDENTIAL ITEMS**15 ADVICE ON COURT ACTIONS**

Confidential

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

Report prepared by: Paralegal
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