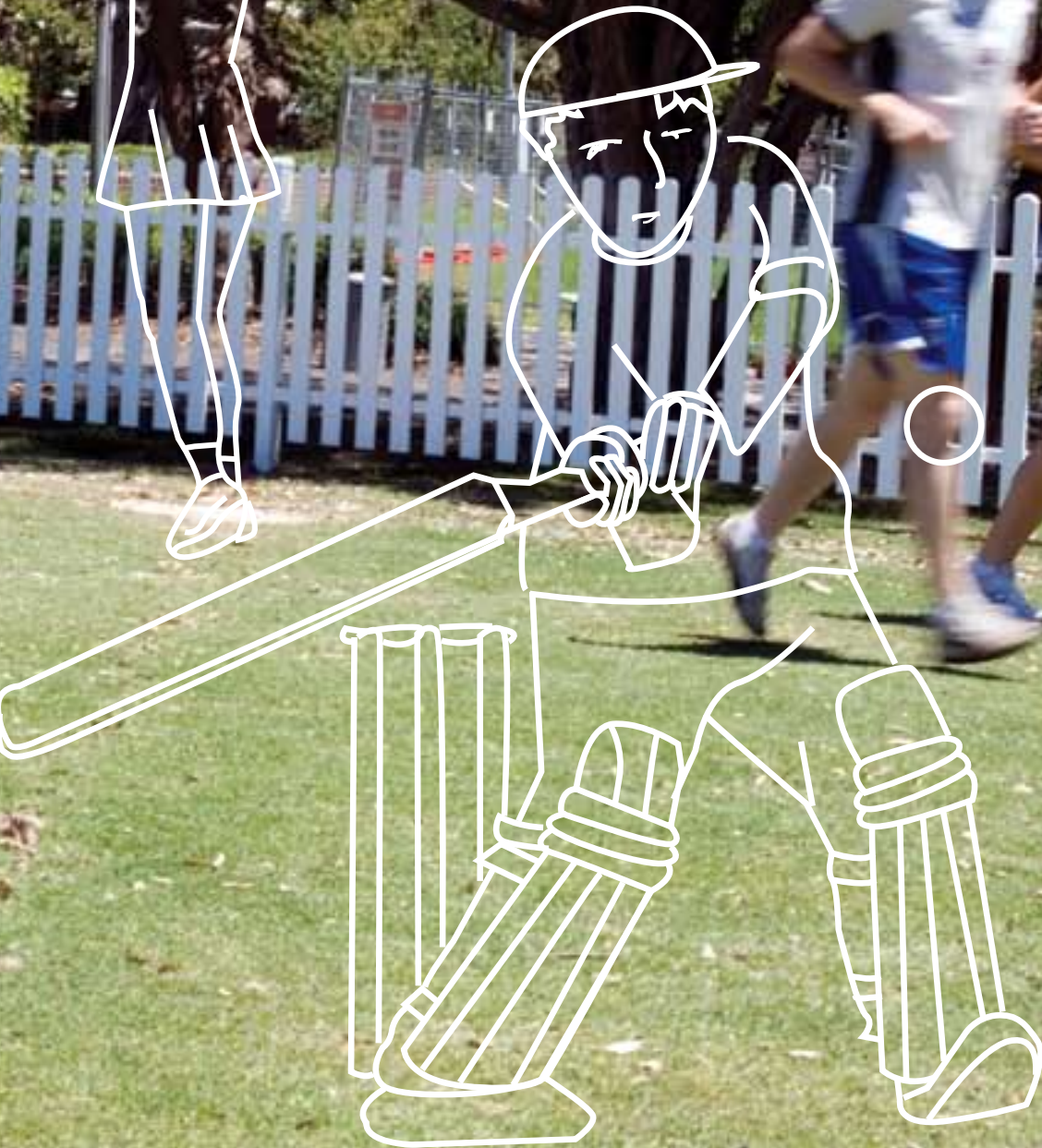




- ✓ Athletics
- ✓ Australian Rules Football
- ✓ Baseball
- ✓ Cricket
- ✓ Flying Discs
- ✓ Hockey
- ✓ Netball
- ✓ OZ Tag
- ✓ Rugby League
- ✓ Rugby Union
- ✓ Soccer
- ✓ Touch Football



There are dozens of parks in the City of Ryde for sports and relaxation.

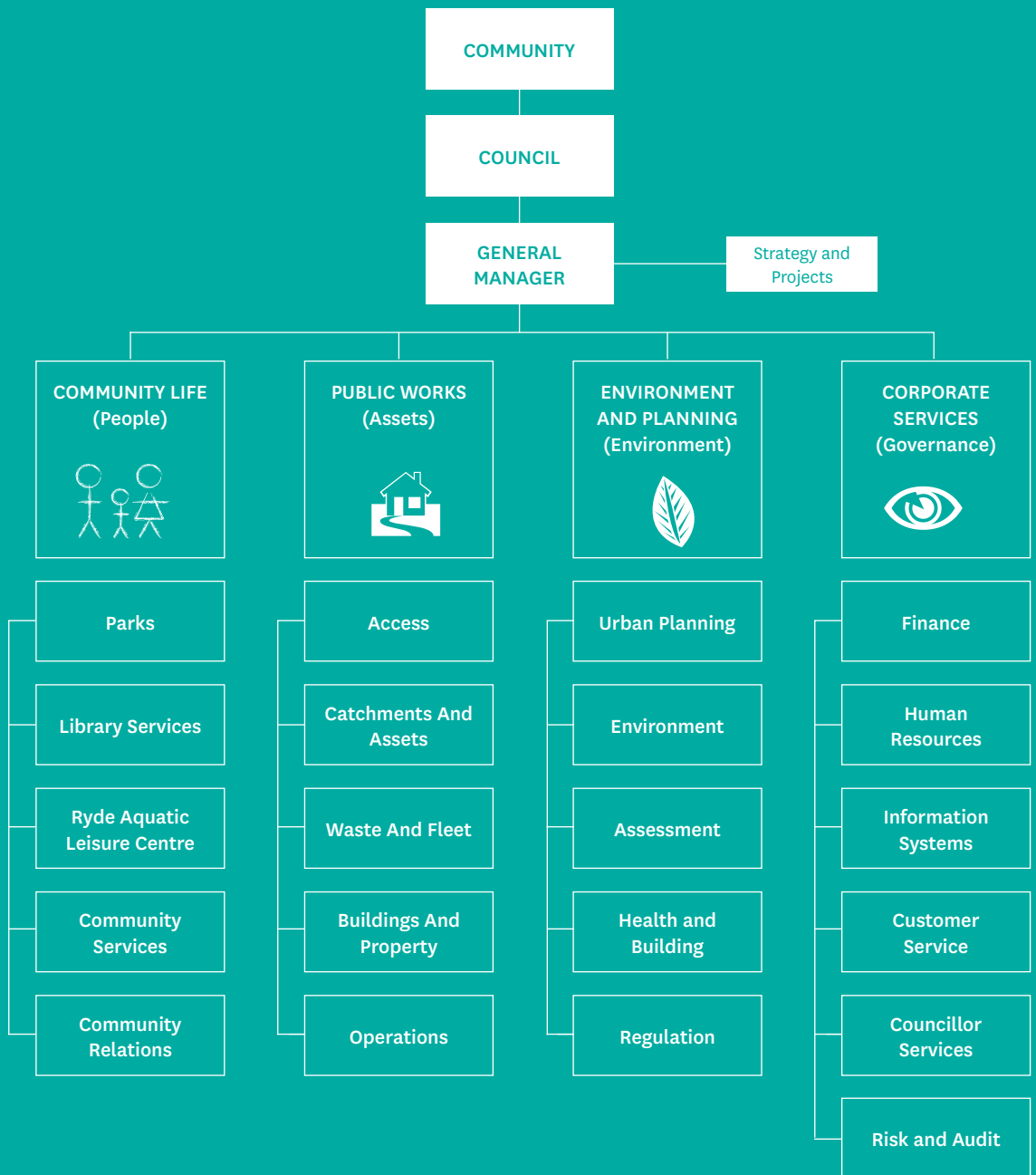




# WHO IS WORKING FOR THE CITY

## In this section:

- Our organisation
- Executive Team
- HR Strategy
- Workforce Planning
- OH&S
- Staff Milestones
- EEO
- Ryde Careers





**Michael Whittaker**  
General Manager



**Roy Newsome**  
Group Manager  
Corporate Services



**Louise Gee**  
Group Manager  
Community Life



**Sue Weatherley**  
Group Manager  
Environment  
and Planning



**Kim Woodbury**  
Group Manager  
Public Works

# 04

WHO IS  
WORKING  
FOR THE CITY

## What is our organisation?

The City of Ryde organisation exists as a body corporate under the Local Government Act 1993. The elected Council is the law-making body and consists of 12 Councillors, being the Mayor and 11 Councillors. The administration is headed by the General Manager.

The statutory roles, functions and objectives of the City of Ryde are delivered through a corporate governance structure that comprises:

- Council
- General Manager
- Executive Team.

The City of Ryde, headed by the General Manager, comprises four groups:

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

The City of Ryde has 715 Employees (474 Full Time Equivalents – FTE) and also employs contractors for various works including concreting, road marking, various trades such as electricians and plumbers and various aspects of information technology to assist in the delivery of new systems.

Service delivery is also supported with assistance from volunteers and community representatives on committees and working groups.

To help with the enormous amount of business Council has to consider, the administrative operations are delivered through the four Groups as stated above. These Groups, and their relevant units, report regularly to Council and the respective standing committees.

In providing this administrative role, the City of Ryde supports and encourages an open and transparent level of corporate governance

to support the community's needs and community confidence in the organisation's decision-making practices.

## Executive leadership team

**General Manager – Michael Whittaker**  
MBA, BBus, DEnvHlth, GAICD

Michael has a wealth of experience in creating and developing organisations that perform at consistently high levels to achieve and exceed corporate goals. With a particular focus on developing the people who lead the organisation, the flow on effect of this has been a significant improvement in the capabilities of staff across all levels of Council. The main consequence of this has been a substantial increase in the range and level of services provided to the community. Michael's solid track record in the implementation of commercially astute development opportunities has seen Council's financial position improve significantly in the last 12 months and his vision for the future, which is underpinned by the strategic management of Council's income and assets, will place the City of Ryde in an enviable position in the future.

**Group Manager Corporate Services – Roy Newsome**  
AssocLG Admin, GAICD

Roy's extensive knowledge and experience, across all areas of Council's operations, have been acquired in his 35 years in Local Government. Roy's solid track record has been supported by his commitment to continue to enhance the City of Ryde's governance framework and overall customer service delivery. To this end, Roy has lead his corporate services team to deliver professional and enhanced services to the organisation, including new systems and technology initiatives, resulting in the City of Ryde being at the forefront of services provided to the community.

**Group Manager Community Life – Louise Gee**  
MEP, BAppSci (Env Hlth), GDipBus

Louise has a very diversified local government background with extensive experience in the management of natural and built environments. The focus of Louise's career has been on creating healthy local environments where residents feel engaged, connected and supported. Through the integration of community development, services and events Louise strives to ensure Ryde is a vibrant place to live.

**Group Manager Environment and Planning – Sue Weatherley**  
MUP, MBA, BTRP, GDipAppSc (Computing)

The focus of Sue's career to date has been in recognising the important role of local governments and their urban planning initiatives to ensure successful and vibrant communities. Sue has had over 15 years' experience in various public sector management positions where she has strived to build workable cities that residents, workers and visitors are proud to participate in.

**Group Manager Public Works – Kim Woodbury**  
BE, BEcon, MLitt, GAICD

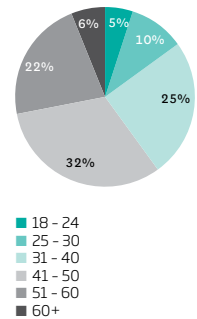
With broad experience across both public and private sectors Kim's knowledge and exposure brings a competitive edge to the strategic management of infrastructure and service provision. His commitment to improving the quality of public facilities and services is exemplified through business process reviews and introduction of new technologies. Kim has consistently delivered large work programs utilising his experience in project management, asset maintenance, financial control and contract management.

## WHO IS WORKING FOR THE CITY?

Competent people who are passionate about the City and its future, delivering better value services.

The City of Ryde continues to strive towards its vision of a motivated, productive and safe workforce. Key focus areas include leadership and staff development, workforce planning, maintaining a strategic approach to our OH&S program, employee reward and recognition and ongoing provision of an employee health and wellbeing program. These platforms are designed to enhance the position of the City of Ryde as an employer of choice and ensure we continue to successfully deliver our services to the community in an environment where talent shortage and changing demographics are reshaping the Australian workforce.

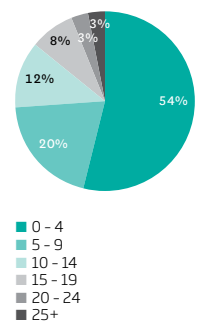
CITY OF RYDE  
EMPLOYEE AGE  
PROFILE 2007/2008



### Workforce Planning – a brief overview

During 2007/2008, we reviewed our internal human resources processes to lay the foundation for developing our workforce plan, which will take place in 2008/2009. This will enable the City of Ryde to gain a clearer picture of where its future workforce needs and priorities are, and allow us to develop the internal capabilities to deliver services the community needs.

YEARS OF SERVICE

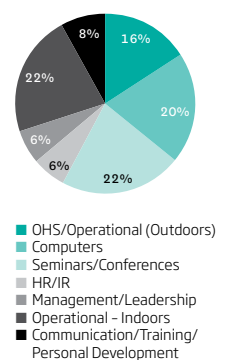


### Training and Development

Key learning and development achievements in 2007/2008 include providing Microsoft Office application training to over 70 staff, conducting report writing courses for over 60 staff, and providing awareness sessions for all City of Ryde staff in preventing fraud and corruption in the workplace.

The City of Ryde also continues to support staff across a range of learning and development areas including skill development, career development and personal development, with a target of 3.5% of salaries and wages committed to staff learning and development.

PERCENTAGE OF  
TRAINING – COURSE  
CATEGORIES 2007/2008



Twenty employees are currently being assisted with studies at University and TAFE courses.

## Leadership and Development

During 2007/2008, two of our four Group Managers attended a Company Directors course, completing the scheduled program of training in this area. Leadership development for our 22 Service Unit Managers remains a key initiative for the City of Ryde, with development and delivery of a tailored program to be achieved in 2008/2009. Our staff are also currently finalising a customer service program for delivery in 2008/2009, which is tailored to meet the various contacts our staff have with our residents and businesses.

## Employee Relations

In November 2007, the City of Ryde formalised an employment framework for its employees over the next three years. This was done in a collaborative manner with our staff and three unions, the United Services Union, the Development and Environmental Professionals' Association and the Local Government Engineers' Association. At a time when there was considerable uncertainty across the nation with respect to Work Choices, this was a very positive outcome.

We continue to utilise the Consultative Committee as our primary formal interface between management, unions and staff. Our current committee has been established for a period of four years with its final meeting scheduled for July 2008, after which time elections will be held for Committee members for the upcoming four year period.

## Occupational Health and Safety (OHS)

The City of Ryde has a commitment to OHS. Its OHS Management System (OHSMS) consists of a policy and accompanying procedures that have embedded uniform approaches to OHS management throughout Council.

Highlighted in this policy is that the City of Ryde is committed to providing a workplace that is safe and without risk to the health or welfare of employees, contractors and members of the public in our workplaces, and the effective rehabilitation of injured employees.

### Objectives

To improve and maintain the standard of OHS within the City of Ryde, and ensure the ongoing development and improvement of OHS systems, policies and procedures that foster a consultative approach between management and employees.

### Resources

Individual departments allocate part of their annual budget to OHS including training for staff, purchasing of equipment and provision of adequate staffing levels.

### Consultation with employees

Primarily, an OHS committee has been established and OHS employee representatives appointed to promote health and safety in the workplace. Two new OHS representatives were elected to the committee during 2007/2008.

Consultation also occurs on a one to one basis or as a group with the OHS Coordinator providing advice and assistance to employees and all levels of management on varying OHS matters.

### Contractors

Numerous contractors are employed within the City of Ryde in differing capacities from daily agency/labour hire to those on longer contractual arrangements for projects.

Each Business Unit is responsible for the management of their contractors. To assist with this a draft Contractor OHS Information Pack along with a General OHS Induction Pack for contractors has been developed. It is anticipated these will be implemented in the first half of 2008/2009.

Specific OHS information relating to the work where the contractor is employed is managed by the Business Unit.

### Training

OHS training is provided within the City of Ryde for staff and is not only a requirement of OHS legislation, but is regarded by the City of Ryde as being crucial in developing and maintaining the knowledge and skills of staff to reduce the risks of injury when carrying out their various duties.

- During 2007/2008, training in OHS included:
  - Manual handling
  - Working near power lines
  - Confined space
  - Elevated work platforms
  - Traffic control at worksites
  - General OHS construction induction
  - Senior first-aid
  - Pool lifeguard and oxygen use
  - OHS consultative course.

# Staff Milestones: years of service

## City of Ryde Farewells 'The Judge'

After 44 years of loyal service, the City of Ryde has farewelled Jim 'The Judge' McClymont, Operations Superintendent in the Operations unit, who recently retired.

Jim commenced working for the City of Ryde in 1964, as a concreting contractor, and shortly after became a permanent employee of the Council, working as a concrete finisher and a labourer. His wage at the time was approximately £10 per week. Jim's career at the City of Ryde went from strength to strength, occupying a variety of positions within Council, progressing from Leading Hand to Senior Overseer and on to his most recent role of Operations Superintendent.

During his many years of service, Jim saw the City of Ryde progress from a fledgling community with market gardens and an open air picture theatre to a vibrant and diverse metropolis now recognised as Sydney's third largest CBD.

As an active resident of the Ryde community himself, Jim also participates in boards and committees of local Ryde sporting clubs and associations, as well as national associations.

Jim's illustrious career at the City of Ryde has included being a recipient of the Centenary Medal from former Prime Minister John Howard, and a bravery award from the Royal Humane Society. However he maintains that nothing beats the value of the 'mateship' he has forged with his colleagues over the years at the City of Ryde.

The City of Ryde wishes Jim all the best in his retirement. His experience, wise counsel and kindness to his many colleagues will be sorely missed.



## Audits

The City of Ryde participated in the OHS Incentive Scheme through our Workers Compensation Insurer, StateCover, as part of the OHS annual self assessment and verification audit.

The assessment covers aspects of the OHSMS. The verification audit covers one element. Receiving the maximum incentive amount of \$40,000 is dependant on the Insurer's verification finding the score of the element audited is as per the response in self-assessment supplied to the insurer earlier in the year. It is anticipated that this will be the case for 2007/2008, as it was in 2006/2007 and 2005/2006.

At the local level, managers and supervisory staff undertake workplace inspections. The OHS Committee carries out audits during the year overseeing the results of the inspections and current work practices.

## Return to Work

Our management, staff and unions, in conjunction with our Return to Work Co-ordinators, are united in facilitating and supporting staff to return to work as quickly as possible following an injury.

## Workplace incidents and injuries

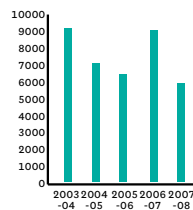
During 2007/2008 the number of incidents and injuries continued to trend downwards as compared with previous years. In 2007/2008 there were 134 incidents/injuries compared to 141 in 2006/2007. There was a marked decrease for both these years compared to 2005/2006. It should be noted that the rise in 2005/2006 reflects the increased focus on OHS audits, which resulted in higher reporting levels, rather than a peak in injuries and incidents.

During 2007/2008 there were 41 workers' compensation claims as compared to 57 in 2006/2007.

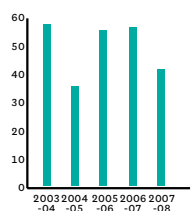
## EEO

At the close of 2007/2008, our workforce profile showed 41% of City of Ryde staff were female. Looking ahead, our attention is focused on employment practices which support women returning to the workforce after childbirth. This includes further part-time opportunities, flexible working arrangements and enhancing our paid maternity leave provisions. Future employment practices are also being considered which are designed to retain staff on a part-time or flexible basis as they near retirement. This reflects our need to embrace Australia's aging workforce and ensure we continue to balance the requirements of our staff and community.

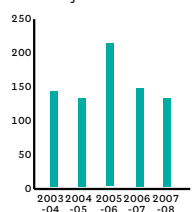
AVERAGE CLAIM COST PER YEAR (\$)



NUMBER OF WORKERS COMPENSATION CLAIMS



NUMBER OF WORKPLACE INCIDENTS AND INJURIES





# RYDE CAREERS

The operations of the City of Ryde are well supported by a diverse range of highly competent and experienced staff, many with specific expertise and skills. Our staff contribute to the organisation's ongoing commitment to provide value service to our community.



### City of Ryde Delivers Rewarding Careers

Colin Murphy, Team Leader Environmental Assessments, has been working for the City of Ryde for over 19 years, and is a valued member of the Environmental Assessments team.

Colin commenced his career at the City of Ryde in May 1989 as a building surveyor and was soon transferred to the approvals team. During the mid 1990s, Colin's title was changed to Environmental Assessment Officer, and he continued in this role until the mid 1990s when he achieved the position of Acting Team Leader of the Environmental Assessments Team. In 2005, Colin was appointed permanently to this position, a career highlight.

Colin believes that the best part of working for Council is the people he has the opportunity to work with. He says that having the opportunity to interact with a variety of people across Council, and with people from diverse backgrounds, makes the City of Ryde a motivating workplace to be involved in. He also believes that being provided the opportunity to progress within the organisation has kept his interest in his job, as well as the high amount of job satisfaction he experiences.

Colin's proudest achievement to date in his career at the City of Ryde has been to achieve the position of Team Leader. 'You have to work hard to get this role. Management don't just give it to anyone' says Colin. He feels that his years of hard work at the City of Ryde have been rewarding, and passes the following advice on to any new employees commencing at Council.

'Understand what job you have been employed to do, and ask for advice or help if you need it. Be a team player, interact with other employees at every opportunity, work hard, give your best effort and you will have a long and rewarding career at the City of Ryde.'

### A Passion for Bushcare

Sandra Payne was born and bred in the City of Ryde, but didn't realise what a wealth of bushland was to be found locally until she joined a local bushcare group.

Sandra now works as a City of Ryde Bushcare Officer, recruiting new volunteers to the bushcare program so she can share her love of the Australian bush with others.

'The bushcare program is a great way to enjoy and learn about our local bushland areas and the flora and fauna to be found here,' she says.

Sandra's work is extremely varied. She spends about half her working week in the field training and supervising groups, and half in the office working on promoting and documenting the programs and recruiting new volunteers.

There are a number of different kinds of bushcare groups that undertake different kinds of activities.

Many companies hold an annual community day, when a large group of volunteers come in to do a day's intensive work on a site.

Of equal importance are the smaller groups of local volunteers who meet regularly to undertake ongoing maintenance of the sites, and are also involved in planning a strategy for site management over the longer term.

All the groups take pride in the quality of their work, and get great satisfaction as they watch the sites regenerate.

'It's also a great way of acting locally to make a difference on a global scale,' says Sandra.

'The work done by our bushcare volunteers makes a significant contribution to improving habitat corridors and fostering greater biodiversity.'

There are currently over twenty bushcare groups active in all areas of the City of Ryde. It's a great example of a highly successful partnership between Council and the community.

The City of Ryde provides the opportunity to progress within the organisation and a high level of job satisfaction