

Meeting Date: Tuesday 25 July 2023
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde and Online
Time: 6.00pm

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.

Statement of Ethical Obligations

Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the Local Government Act 1993 and their obligation under Council's Code of Conduct to disclose and appropriately manage Conflicts of Interest.

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Meeting Date: Tuesday 25 July 2023
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COUNCIL REPORTS

1 ITEMS PUT WITHOUT DEBATE

Report prepared by: Civic Services Manager
File No.: CLM/23/1/1/2 - BP23/116

REPORT SUMMARY

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

RECOMMENDATION:

That Council determine the Items on Council's Agenda that will be adopted without debate.

OR

That Council determine all Items on the Agenda.

2 CONFIRMATION OF MINUTES - Council Meeting held on 27 June 2023

Report prepared by: Civic Services Manager**File No.:** CLM/23/1/1/2 - BP23/186

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 6/23, held on 27 June 2023 be confirmed.

ATTACHMENTS

- 1 MINUTES - Council Meeting - 27 June 2023

ITEM 2 (continued)

ATTACHMENT 1



Lifestyle and opportunity
@ your doorstep

Council Meeting
MINUTES OF MEETING NO. 6/23

Meeting Date: Tuesday 27 June 2023

Location: Council Chambers, Level 1A, 1 Pope Street, Ryde and Online

Time: 6.01pm

Councillors Present in Chambers: The Mayor, Councillor Yedelian OAM and Councillors Brown, Lara-Watson, Li, Maggio, Pedersen and Purcell.

Councillors Present via online Audio Visual: Councillors Deshpande, Han, Lane, O'Reilly and Song.

Note: Councillor Maggio left the meeting at 8.56pm and did not return. He was not present for consideration and voting on Notice of Motion 11, Item 14, Item 15 and Item 2.

Note: Councillor Han left the meeting at 9.29pm and did not return. He was not present for consideration and voting on Item 14, Item 15 and Item 2.

Apologies: Nil.

Staff Present: Chief Executive Officer, General Manager – Business and Operations, General Manager – City Shaping, General Counsel, Acting Chief Financial Officer, Executive Manager – City Development, Executive Manager – City Infrastructure, Executive Manager – City Life, Executive Manager – People and Business, Manager – Business Assurance and Governance, Executive Officer – City Spaces, Executive Officer – City Resilience, Manager – Traffic Services, Manager – Engineering and Project Delivery, Senior Coordinator – Infrastructure Services, Senior Coordinator – Program Delivery, Team Leader – Rates and Revenue, System Support Officer, Civic Services Manager and Civic Support Officer.

PRAYER

Minister Matthew Whitfield of the West Ryde Anglican Church was present and offered prayer prior to the commencement of the meeting.

NATIONAL ANTHEM

The National Anthem was sung prior to the commencement of the meeting.

DISCLOSURES OF INTEREST

Councillor Lane disclosed a Less than Significant Non-Pecuniary Interest in Notice of Motion 11 – Reprioritising City of Ryde Projects to pay for TG Millner Field for the reason that he is referenced in the Motion.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

TABLING OF PETITIONS

No Petitions were tabled.

PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA

The following persons provided a written submission to Council:-

| Name | Topic |
|---|--|
| Jan Aiello | Notice of Motion 6 – Report on illegally removed trees and increasing fines |
| Anthony Butteriss (representing Friends of Lane Cove National Park) | Notice of Motion 6 – Report on illegally removed trees and increasing fines |
| Roland Grigull | Notice of Motion 6 – Report on illegally removed trees and increasing fines |
| Graham Wheeler | Notice of Motion 7 – Allocation of street addressed for corner subdivisions |
| Jan Aiello | Notice of Motion 8 – Impact of roaming cats on local native wildlife |
| Anthony Butteriss (representing Friends of Lane Cove National Park) | Notice of Motion 8 – Impact of roaming cats on local native wildlife |
| Francis Breen (representing the Ryde Hunters Hill Flora & Fauna Preservation Society Inc) | Notice of Motion 8 – Impact of roaming cats on local native wildlife |
| Phillip Ward | Notice of Motion 8 – Impact of roaming cats on local native wildlife |
| Candice Bartlett | Notice of Motion 8 – Impact of roaming cats on local native wildlife |
| Jill Steverson | Notice of Motion 8 – Impact of roaming cats on local native wildlife |

PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA

No written submissions were received.

ITEM 2 (continued)

ATTACHMENT 1

1 ITEMS PUT WITHOUT DEBATE

RESOLUTION: (Moved by Councillors Maggio and Lara-Watson)

That Council adopt Item 5, Item 10, Item 11, Item 13, Notice of Motion 1, Notice of Motion 3, Notice of Motion 4, Notice of Motion 8, Notice of Motion 9 and Notice of Motion 10 listed on the Council Agenda as per the Recommendations in the reports.

Record of Voting:

For the Motion: Unanimous

COUNCIL REPORTS

5 REVIEW OF RELATED PARTY DISCLOSURES POLICY AND GUIDELINES

RESOLUTION:

- (a) That Council receive and note this report.
- (b) That Council adopt the updated Related Party Disclosures Policy and Guidelines as **ATTACHED**.

10 EXCEPTING A PROCUREMENT FROM THE LOCAL GOVERNMENT ACT 1993 S55 REQUIREMENTS FOR TENDERING

RESOLUTION:

That, pursuant to Section 55(3)(a) of the Local Government Act 1993 and having regard to the information put before it:

- i. Council is satisfied that there are extenuating circumstances and that inviting tenders will not achieve a satisfactory result.
- ii. Council does not invite tenders for Consultancy Services related to Ryde Central project.
- iii. Council delegate to the Chief Executive Officer the authority to enter into a contract with LCI Consulting for Consultancy Services related to Ryde Central project on terms acceptable to the Chief Executive Officer for a value not exceeding **\$256,305** excl. GST.
- iv. Council delegate to the Chief Executive Officer the authority to enter into a contract with Haron Robson for Consultancy Services related to Ryde Central project on terms acceptable to the Chief Executive Officer for a value not exceeding **\$232,607** excl. GST.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

11 VARIATIONS TO DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF RYDE LOCAL ENVIRONMENT PLAN 2014

RESOLUTION:

That the report detailing Clause 4.6 variations relating to DAs approved from 1 October to 31 December 2022 be received and noted by Council.

INFORMATION REPORT

13 REPORT FOR THE INFORMATION OF COUNCIL – INVESTMENT REPORT AS AT 31 MAY 2023

Note: An Information Report was presented to Council.

NOTICES OF MOTION

1 PLAYGROUND SOFTFALL AT RYDE PARK - Councillor Roy Maggio

RESOLUTION:

- (a) That Council note the condition of the playground softfall at Ryde Park is in need of repair.
- (b) That as the renewal works in Ryde Park playground are included in the 2023/2024 One-Year Operational Plan, the works commence in July 2023 (if practicable).
- (c) That Council inform the community of its intention to renew the Ryde Park playground through all its media channels.

3 REVIEW OF SOCIAL MEDIA ADVERTISING OPTIONS - Councillor Roy Maggio

RESOLUTION:

- (a) That in order to demonstrate best practice of community related advertising on social media, Council staff review the expenditure on and the effectiveness of the current practice and provide a report back to Council in August 2023.
- (b) That the report include the identification of any opportunities to achieve a savings from the current level of expenditure on this practice whilst maintaining effective communication to our community.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

4 BUILDING OF SECOND RESERVOIR IN MARSFIELD BY SYDNEY WATER - Councillor Justin Li

RESOLUTION:

That the Chief Executive Officer write to Sydney Water conveying the concerns of Marsfield residents living on Abuklea Road, Yamba Close, Agincourt Road and Summit Close regarding the planned construction of a second reservoir at 37 Abuklea Road including:

- the combined visual impacts of these large structures on surrounding homes;
- the building of this second reservoir in a low density residential area; and
- the planned removal of over 20 mature trees.

8 IMPACT OF ROAMING CATS ON LOCAL NATIVE WILDLIFE - Councillor Penny Pedersen

Note: Jan Aiello, Anthony Butteriss (representing Friends of Lane Cove National Park), Francis Breen (representing the Ryde Hunters Hill Flora & Fauna Preservation Society Inc), Phillip Ward, Candice Bartlett and Jill Steverson made a written submission on this Item and a copies are **ON FILE**.

RESOLUTION:

- (a) That Council notes:
- i. According to data cats that are allowed to roam freely outside the home kill an estimated 327 million native animals annually (and an additional 205 non-native animals a year).
 - ii. Roaming cats are a direct threat to threatened species which are found in local bushland, including powerful owl, bandicoot and grey headed flying fox.
 - iii. Unlike in other states and territories, the NSW Companion Animals Act 1998, does not currently allow local Councils the flexibility to introduce cat containment policies in consultation with the local community that meet the specific of their area and protect local wildlife.
 - iv. Responsible pet ownership policies currently require dogs and other pets to be kept within the boundaries of their property, this is not the case for cats.
 - v. Local Government NSW supports 'amendments to legislation to enable Councils to more effectively manage the nuisance effects of cats on residents and wildlife' including streamlining the process of animal registration and limiting the roaming of cats beyond their owners property.

ITEM 2 (continued)

ATTACHMENT 1

- vi. Cats that are kept safely at home live up to ten years longer. According to RSPCA NSW, two in three cat owners have lost a cat to a roaming related incident and one in three to a car accident.
 - vii. The NSW government through the NSW Environmental Trust is working with the RSPCA NSW and 11 Councils to deliver the 'Keeping Pets Safe at Home Project' to encourage owners to improve responsible pet ownership and reduce the number of roaming pet and stray cats through education and subsidised desexing programs.
- (b) That Council write to the Minister for Local Government, the Hon. Ron Hoenig MP and Shadow Minister for Local Government, Mrs Wendy Tuckerman, MP calling for:
- 1. Changes to the Companion Animal Act 1998 to bring the NSW Act into line with other states and territories, by allowing local government to introduce cat containment policies in consultation with the local community that meet the specific needs of their area and community, including phase-in periods, section of areas within the LGA to which the policy applies, monitoring frameworks and resource allocation.
 - 2. A state-wide grant program to support Councils to implement domestic cat containment policies.
 - 3. Expand the existing 'Keeping Cats Safe at Home Project' to include additional Councils by increasing investment in such programs support responsible cat ownership such as measures for containment, desexing, identification and registration, and education to encourage people to keep cats indoors.
 - 4. Development of a central, state-wide online platform, in consultation with Councils, relevant agencies and animal welfare bodies to make responsible pet ownership information easily accessible.

9 SAFETY AT FLINDERS ROAD VILLAGE SHOPS - Councillor Bernard Purcell

RESOLUTION:

- (a) That Council staff investigate pedestrian safety within the newly constructed footpath on the southern side of Flinders Road near the shops. Should the investigations identify a high risk to pedestrian safety, in particular by vehicles manoeuvring into the parking spaces near the shops, appropriate measures be implemented subject to availability of funds and approval of the Ryde Local Traffic Committee.
- (b) That Council staff investigate the feasibility of proceeding with additional upgrades to improve amenity in the immediate vicinity of Flinders Road shops.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

10 PARKING IN MEADOWBANK PRECINCT - Councillor Bernard Purcell

RESOLUTION:

- (a) That Council investigate the on-street parking demand on the following local roads with unrestricted parking:
 - i. Richard Johnson Drive between Bowden Street and Thorn Street;
 - ii. Bowden Street between Constitution Road and Nancarrow Avenue;
 - iii. Thorn Street between Bowden Street and Sutherland Avenue; and
 - iv. Robert Street between Thorn Street and Richard Johnson Drive.
- (b) That appropriate options on parking changes at the locations stated in part (a) be developed following the investigations.
- (c) That community consultation with affected residents be undertaken on the different parking options.
- (d) That the most preferred option from the community consultation be taken to the Ryde Local Traffic Committee and Council meeting for formal approval.
- (e) That the preferred parking option be implemented following Council approval.

MAYORAL MINUTE

MM12/23 VISIT BY MAYOR OF MARTONE CALABRIA – MAYOR GEORGIO IMPERITURA – Mayor, Councillor Sarkis Yedelian OAM

RESOLUTION: (Moved by the Mayor, Councillor Yedelian OAM)

That the visit by Mayor Giorgio Imperitura from Martone Calabria be noted and the Mayor thanked for visiting the City of Ryde.

Record of Voting:

For the Motion: Unanimous

COUNCIL REPORTS

2 CONFIRMATION OF MINUTES - Council Meeting held on 23 May 2023

Note: This Item was moved to the conclusion of the meeting for consideration as detailed in these Minutes.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

3 FOUR YEAR DELIVERY PROGRAM 2022-2026 INCLUDING ONE YEAR OPERATIONAL PLAN 2023/24

MOTION: (Moved by Councillors Lara-Watson and Brown)

That Council:

- (a) Considers the public submissions received during the public exhibition period and the responses to those submissions.
- (b) Adopts the proposed Four Year Delivery Program 2022-2026 including the One year Operational Plan for FY23/24, and FY23/24 Fees and Charges Schedule.
- (c) Levy of Rates for the FY23/24 Financial Year in accordance Section 535 of the *Local Government Act 1993*, such rate to be as follows:

| Type | Name | Base Amount Yield % | Min/Base Amount \$ | Ad Valorem (Amount in \$) |
|----------|--|---------------------|--------------------|---------------------------|
| Ordinary | Residential | - | \$620.07 | 0.00038341 |
| Ordinary | Business | - | \$620.07 | 0.00386455 |
| Ordinary | Business- Major Retail Centre - Macquarie Park | - | - | 0.00842115 |
| Ordinary | Business- Major Retail Centre - Top Ryde | - | - | 0.00493131 |
| Special | Macquarie Park Corridor | - | - | 0.00073408 |
| Special | Special Infrastructure Renewal | 49.81% | \$129.70 | 0.00011849 |
| Special | Environmental Management | 40.22% | \$61.80 | 0.00008327 |

- (d) Fixes its interest charge on overdue rates and charges in accordance with the Section 566 (3) of the *Local Government Act 1993* at the rate of nine percent (9%) per annum from 1 July 2023 to 30 June 2024, as determined by the Minister for Local Government.

AMENDMENT: (Moved by Councillors Purcell and Pedersen)

That Council:

- (a) Considers the public submissions received during the public exhibition period and the responses to those submissions.
- (b) Adopts the proposed Four Year Delivery Program 2022-2026 including the One year Operational Plan for FY23/24, and FY23/24 Fees and Charges Schedule.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

- (c) Levy of Rates for the FY23/24 Financial Year in accordance Section 535 of the *Local Government Act 1993*, such rate to be as follows:

| Type | Name | Base Amount Yield % | Min/Base Amount \$ | Ad Valorem (Amount in \$) |
|----------|---|------------------------|--------------------------|------------------------------|
| Ordinary | Residential | - | \$620.07 | 0.00038341 |
| Ordinary | Business | - | \$620.07 | 0.00386455 |
| Ordinary | Business- Major Retail Centre - Macquarie Park | - | - | 0.00842115 |
| Ordinary | Business- Major Retail Centre - Top Ryde | - | - | 0.00493131 |
| Special | Macquarie Park Corridor | - | - | 0.00073408 |
| Special | Special Infrastructure Renewal | 49.81% | \$129.70 | 0.00011849 |
| Special | Environmental Management | 40.22% | \$61.80 | 0.00008327 |

- (d) Fixes its interest charge on overdue rates and charges in accordance with the Section 566 (3) of the *Local Government Act 1993* at the rate of nine percent (9%) per annum from 1 July 2023 to 30 June 2024, as determined by the Minister for Local Government.
- (e) That Council transfers 3.5 million dollars from Unrestricted Cash to public works/operations and make it available for projects. Immediate priority should be given to the Flinders Road shopping precinct upgrade in Ryde, in light of the safety issues, with other projects to be identified by Councillors in an appropriate workshop.

On being put to the meeting, the voting on the Amendment was four (4) For and eight (8) Against. The Amendment was **LOST**. The Motion was then put and **CARRIED**.

Record of Voting:

For the Amendment: Councillors O'Reilly, Pedersen, Purcell and Song

Against the Amendment: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li and Maggio

RESOLUTION: (Moved by Councillors Lara-Watson and Brown)

That Council:

- (a) Considers the public submissions received during the public exhibition period and the responses to those submissions.

ITEM 2 (continued)

ATTACHMENT 1

- (b) Adopts the proposed Four Year Delivery Program 2022-2026 including the One year Operational Plan for FY23/24, and FY23/24 Fees and Charges Schedule.
- (c) Levy of Rates for the FY23/24 Financial Year in accordance Section 535 of the *Local Government Act* 1993, such rate to be as follows:

| Type | Name | Base Amount Yield % | Min/Base Amount \$ | Ad Valorem (Amount in \$) |
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| Ordinary | Residential | - | \$620.07 | 0.00038341 |
| Ordinary | Business | - | \$620.07 | 0.00386455 |
| Ordinary | Business- Major Retail Centre - Macquarie Park | - | - | 0.00842115 |
| Ordinary | Business- Major Retail Centre - Top Ryde | - | - | 0.00493131 |
| Special | Macquarie Park Corridor | - | - | 0.00073408 |
| Special | Special Infrastructure Renewal | 49.81% | \$129.70 | 0.00011849 |
| Special | Environmental Management | 40.22% | \$61.80 | 0.00008327 |

- (d) Fixes its interest charge on overdue rates and charges in accordance with the Section 566 (3) of the *Local Government Act* 1993 at the rate of nine percent (9%) per annum from 1 July 2023 to 30 June 2024, as determined by the Minister for Local Government.

Record of Voting:

For the Motion: Unanimous

4 LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION - Councillor and Mayoral fees for 2023/2024

RESOLUTION: (Moved by Councillors Lara-Watson and Li)

That Council adopt the following increases to Councillor and Mayoral fees effective from 1 July 2023 in accordance with the decision of the Tribunal:

- (a) No increase to Councillor fee and will remain at \$31,020 per annum.
- (b) No increase to Mayoral fee and will remain at \$90,370 per annum; in addition to the Councillor fee.

On being put to the meeting, Councillor Maggio abstained from voting and accordingly his vote was recorded Against the Motion.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li, O'Reilly, Pedersen, Purcell and Song

Against the Motion: Councillor Maggio

5 REVIEW OF RELATED PARTY DISCLOSURES POLICY AND GUIDELINES

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

6 SPORTS FIELDS ACTION PLAN - TOWARDS 2036: PUBLIC EXHIBITION OUTCOMES

MOTION: (Moved by Councillors Pedersen and Purcell)

1. Council notes that:

- (a) In the May 25 2021 resolution of council in adopting the Open Space Future Provision Strategy CITY OF RYDE Sports Fields Action Plan - Towards 2036, Council included part (c):

That the "City of Ryde Synthetic Surfaces Action Plan be updated following the outcomes of the NSW Governments review of synthetic sports surfaces and returned to council for consideration and endorsement."

- (b) The independent review into the design, use and impacts of synthetic turf in public open spaces report from the NSW Chief Scientist and Engineer was released recently and in response NSW government are setting up a project working group with key agencies, to develop a whole-of-government response to the report. They are working closely with councils, industry and other government agencies to create guidelines to help make informed decisions about using synthetic turf in public spaces. These will be submitted to Cabinet in the coming months and they will release the guidelines later this year.

- (c) That among other issues including data gaps, managing pollutant 'runoff' and 'walk-off' risks; sustainable use and end of life provisions, the Review identified significant key knowledge gaps in human health and environmental impacts. A key research priority recognised by several contributing experts to the Review is understanding the characteristics and composition, including the chemical composition, of materials used in synthetic turf and associated layers.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

2. That the SPORTS FIELDS ACTION PLAN - TOWARDS 2036 action plan be deferred for consideration until:
 - (a) The key agency work group guidelines for use of synthetic surfaces in public open space are released.
 - (b) A workshop is held with Councillors to discuss the guidelines.
 - (c) Following the workshop, changes are made where required to the action plan in keeping with the government agency guidelines.
 - (d) The new Action plan be placed on exhibition and be brought back to Council for consideration.

AMENDMENT: (Moved by Councillors Brown and Lara-Watson)

- (a) That Council adopt the amended *City of Ryde Sports Fields Action Plan - Towards 2036* (**ATTACHMENT 1**).
- (b) That future projects detailed within the *Plan*, when implemented, be subject to the requirements of the *Environmental Planning and Assessment Act 1979* to assess the environmental impacts of the proposed works.
- (c) That the feasibility investigations for increasing the active recreation capacity of Waterloo Park be prioritised and undertaken this calendar year.
- (d) That staff write to thank all residents who participated in the *City of Ryde Sports Fields Action Plan - Towards 2036* public exhibition and inform them of Council's resolution.

On being put to the meeting Councillors O'Reilly, Pedersen, Purcell and Song abstained from voting and accordingly their votes were recorded Against the Amendment. The voting on the Amendment was eight (8) For and four (4) Against. The Amendment was **CARRIED** and then became the Motion.

Record of Voting:

For the Amendment: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li and Maggio

Against the Amendment: Councillors O'Reilly, Pedersen, Purcell and Song

RESOLUTION:

- (a) That Council adopt the amended *City of Ryde Sports Fields Action Plan - Towards 2036* (**ATTACHMENT 1**).

ITEM 2 (continued)

ATTACHMENT 1

- (b) That future projects detailed within the *Plan*, when implemented, be subject to the requirements of the *Environmental Planning and Assessment Act 1979* to assess the environmental impacts of the proposed works.
- (c) That the feasibility investigations for increasing the active recreation capacity of Waterloo Park be prioritised and undertaken this calendar year.
- (d) That staff write to thank all residents who participated in the *City of Ryde Sports Fields Action Plan - Towards 2036* public exhibition and inform them of Council's resolution.

On being put to the meeting Councillors O'Reilly, Pedersen, Purcell and Song abstained from voting and accordingly their votes were recorded Against the Motion.

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li and Maggio

Against the Motion: Councillors O'Reilly, Pedersen, Purcell and Song

7 REDUCING ORGANIC AND NON-ORGANIC MATTER IN OUR WATERWAYS

RESOLUTION: (Moved by Councillors Lara-Watson and Brown)

- (a) That Council maintain the current cleaning frequency of street gutters and stormwater pits and GPTs, ensuring optimal performance whilst seeking and implementing efficiencies where practicable.
- (b) That Council continue to undertake education campaigns to increase awareness within the community.
- (c) That staff identify sites that produce more loose organic matter during increasing adverse weather events and increase the current cleaning frequency of street gutters, stormwater pits and GPTs at these sites, ensuring optimal performance in all other areas and report back to Council exploring opportunities to gain efficiencies where practicable.

Record of Voting:

For the Motion: Unanimous

ITEM 2 (continued)

ATTACHMENT 1

8 MELROSE PARK TRAFFIC ASSESSMENT

RESOLUTION: (Moved by Councillors Purcell and Brown)

- (a) That the information contained within Bitzios Consulting Melrose Park Traffic and Transport Study (Reference No. P5013.002R, Date 12/6/2023) be noted.
- (b) That City of Ryde Council continue to advocate for City of Parramatta Council, Department of Planning & Environment and Transport for NSW to deliver the following upgrades recommended in Bitzios's Study (Reference No. P5013.002R, Date 12/6/2023), at the intersection of Victoria Road and Wharf Road, to mitigate congestion within Melrose Park caused by the *Melrose Park Urban Renewal Precinct* development:
- Widening within Wharf Road (on Parramatta City Council's side) to accommodate two (2) dedicated right turn lanes, a through traffic lane (towards Marsden Road) and a dedicated left turn lane.
 - Widening of Victoria Road (to the east of Marsden Road/Wharf Road) to provide a dedicated left turn lane accommodating left turning traffic from Victoria Road into Wharf Road.
 - Provision of an additional southbound through traffic lane within the Marsden Road approach.

Record of Voting:

For the Motion: Unanimous

9 EXCEPTING PROCUREMENT LOCAL GOVERNMENT ACT 1993 S55 REQUIREMENTS FOR TENDERING - Tesserent Data Centre Hosting Services Contract

RESOLUTION: (Moved by Councillors Brown and Lara-Watson)

That, pursuant to Section 55(3)(i) of the Local Government Act 1993 and having regard to the information put before it:

- i. Council is satisfied that there are extenuating circumstances and that inviting tenders will not achieve a satisfactory result.
- ii. Council does not invite tenders for the procurement of the Data Centre, cloud hosting and networking services.
- iii. Council authorises the Chief Executive Officer or their representative to execute extension of the current contract for the Data Centre hosting and Network connectivity services for eighteen (18) month terms for a value not exceeding \$494,882 excl. GST.

On being put to the meeting, Councillor Maggio abstained from voting and accordingly his vote was recorded Against the Motion.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson and Li

Against the Motion: Councillors Maggio, O'Reilly, Pedersen, Purcell, Song

10 EXCEPTING A PROCUREMENT FROM THE LOCAL GOVERNMENT ACT 1993 S55 REQUIREMENTS FOR TENDERING

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

11 VARIATIONS TO DEVELOPMENT STANDARDS UNDER CLAUSE 4.6 OF RYDE LOCAL ENVIRONMENT PLAN 2014

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

12 TRAFFIC AND PARKING MATTERS APPROVED BY THE RYDE TRAFFIC COMMITTEE MEETING - MAY 2023

RESOLUTION: (Moved by Councillors Lara-Watson and Brown)

(A) PROGRESS AVENUE, EASTWOOD – PARKING CHANGES

The following parking changes be made at the frontage of 2-4 Progress Avenue, Eastwood:

- a) Convert the existing full time "MAIL ZONE" to a "MAIL ZONE, 12PM – 4PM, MON-FRI" and "LOADING ZONE, ALL OTHER TIMES".
- b) Convert the existing four (4) "P5 MINS, 8AM-6PM, MON-SUN" parking spaces to "1/2P, 8AM-6PM, MON-SUN AND PUBLIC HOLIDAYS".

(B) MIDWAY SHOPPING CENTRE - RELOCATION OF ACCESSIBLE (DISABLED) PARKING SPACES

- a) That this Item be deferred pending further enquiry and advice from staff.

(C) GLADSTONE AVENUE AND MORRISON ROAD, RYDE

The following parking changes be made at the intersection of Gladstone Avenue and Morrison Road, Ryde:

ITEM 2 (continued)

ATTACHMENT 1

- a) The "No Stopping" sign on the eastern side of Gladstone Avenue be relocated by 2 metres to align with double barrier lines.
- b) The "No Stopping" sign on the northern side of Morrison Road be relocated to the east of Gladstone Avenue by 2 metres to comply with statutory 10 metre requirements.
- c) The "Give Way" hold line on Gladstone Avenue be repositioned to align it with the parking lane on Morrison Road.
- d) The double barrier lines on Gladstone Avenue be shortened by 3 metres for vehicles to avoid driving over them.

(D) VIMIERA ROAD, MARSFIELD, EXTENSION OF KEEP CLEAR ZONE

The following parking changes be made on Vimiera Road, Marsfield:

- b) The existing 'Keep Clear' zone be extended on the southbound traffic lane by four (4) metres at the intersection of Dayman Place and Vimiera Road, Marsfield.

(E) CURTIS STREET, RYDE - PROPOSED CHANGES TO PARKING RESTRICTIONS

The following parking changes be made on Curtis Street, Ryde:

- a) A 2.5m long unrestricted parking space be converted to "Motorbikes Only" at the property frontage of 13 Curtis Street, Ryde.
- b) The existing "No Parking" zone be converted to "No Stopping" at the property frontage of 13 and 15 Curtis Street, Ryde.

(F) PORTER STREET, RYDE - PROPOSED CHANGES TO PARKING RESTRICTIONS

The following parking changes be made on Porter Street, Ryde:

- a) The existing five (5) spaces be converted from "2P Monday-Friday 8AM-6PM" to "2P Monday-Friday 8AM-8PM, Saturday 8AM-12PM" at the property frontage of 29-31 Porter Street, Ryde.

(G) RESERVE STREET, WEST RYDE - PARKING CHANGES

- a) No changes to the current unrestricted parking arrangements be made on Reserve Street, West Ryde, due to the lack of community support.

ITEM 2 (continued)

ATTACHMENT 1

(H) TALAVERA ROAD, MAQUARIE PARK - TRAFFIC FACILITIES

The following parking changes be made on Talavera Road, Macquarie Park:

- a) A thirty-five (35) metre long by 0.6 metre wide raised median island with associated signage and linemarking (in accordance with current TfNSW's specifications) be installed in the centre of Talavera Road at its intersection with proposed Road 22, Macquarie Park.

(I) CHARLES STREET, RYDE - TRAFFIC FACILITIES

The following parking changes be made on Charles Street, Ryde, subject to a detailed design assessment:

- a) Additional pedestrian warning signs be installed on all legs of the intersection of Charles Street and Kenneth Street, Ryde.
- b) The existing traffic island on Charles Street, north on Kenneth Street be reconstructed to improve pedestrian access.
- c) Pedestrian fencing be installed on the eastern side of Charles Street and adjacent to the reconstructed island.
- d) Traffic Calming devices be installed on Charles Street, north of Kenneth Street, Ryde.

(J) PERKINS STREET AND DRIVER STREET, DENISTONE WEST - NO STOPPING RESTRICTION AND INSTALLATION OF DOUBLE BARRIER LINES

The following parking changes be made at the intersection of Perkins Street and Driver Street, Denistone West:

- a) Ten (10) meter long statutory "No Stopping" zones be installed at the intersection of Perkins Street and Driver Street, Denistone West.
- b) Five (5) meter long double barrier lines be installed on Driver Street, at its intersection with Perkins Street, Denistone West.

Record of Voting:

For the Motion: Unanimous

INFORMATION REPORT

13 REPORT FOR THE INFORMATION OF COUNCIL - INVESTMENT REPORT AS AT 31 MAY 2023

Note: An Information Report was presented to Council.

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ITEM 2 (continued)

ATTACHMENT 1

NOTICES OF MOTION

1 PLAYGROUND SOFTFALL AT RYDE PARK - Councillor Roy Maggio

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

2 NEW LEASE FOR PUTNEY BOWLING CLUB - Councillor Roy Maggio

RESOLUTION: (Moved by Councillors Maggio and Purcell)

That Council staff investigate the possibility of entering into a new lease with Putney Bowling Club and report back to Council in August 2023 outlining all relevant information and any other opportunities available.

Record of Voting:

For the Motion: Unanimous

3 REVIEW OF SOCIAL MEDIA ADVERTISING OPTIONS - Councillor Roy Maggio

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

4 BUILDING OF SECOND RESERVOIR IN MARSFIELD BY SYDNEY WATER - Councillor Justin Li

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

5 DIWALI LIGHTS COMPETITION IN THE CITY OF RYDE - Deputy Mayor, Councillor Shweta Deshpande

MOTION: (Moved by Councillors Deshpande and Lane)

- (a) That Council organise a Diwali Lights Competition in the City of Ryde, with a special emphasis on utilising energy-efficient solar lights for the decorations. This initiative aims to promote sustainability, community engagement and cultural celebration during the festive season of Diwali.
- (b) The Diwali Lights Competition will invite residents of Ryde to showcase their creativity and illuminate their homes with traditional Indian-inspired decorations during the festive season. The competition will encourage participants to adorn their households using energy-efficient solar lights. By embracing this eco-friendly approach, we strive to raise awareness about sustainable practices while enjoying the spirit of the festival.

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ITEM 2 (continued)

ATTACHMENT 1

- (c) The objectives of this competition are threefold:
1. **Promote Cultural Understanding:** The Diwali Lights Competition will provide an opportunity for residents, both Indian and non-Indian, to appreciate and learn about the significance of Diwali, fostering cultural understanding and intercommunity connections.
 2. **Enhance Community Spirit:** By encouraging participation from households across the city, the competition will foster a sense of camaraderie and community spirit, as neighbors come together to celebrate and appreciate the beauty of Diwali decorations.
 3. **Sustainable Celebrations:** By incorporating energy-efficient solar lights into the Diwali decorations, we aim to reduce energy consumption and promote sustainable practices within our community. This initiative aligns with our commitment to environmental stewardship.
- (d) **Promotion and Education:** The Council will undertake a comprehensive promotional campaign to raise awareness about the Diwali Lights Competition, emphasising the importance of utilising energy-efficient solar lights for the decorations. Educational materials and resources will be made available to residents to guide them in adopting sustainable practices.
- (e) **Judging Criteria:** A panel of judges to be determined by staff, consisting of interested Council members, staff nominated representative and community representatives will assess participating households based on creativity, visual appeal, effective use of solar lights and adherence to the Diwali theme.
- (f) **Prizes and Recognition:** Prizes will be awarded to the winners of the competition to be funded from the Community Services budget, recognising their innovative use of solar lights and their commitment to sustainability. The Council will also publicly acknowledge and appreciate all participants for their active engagement in promoting eco-friendly celebrations.

AMENDMENT: (Moved by Councillors Pedersen and Purcell)

- (a) That Council organise a Diwali Lights Competition in the City of Ryde, with a special emphasis on utilising energy-efficient solar lights for the decorations. This initiative aims to promote sustainability, community engagement and cultural celebration during the festive season of Diwali.

ITEM 2 (continued)

ATTACHMENT 1

- (b) The Diwali Lights Competition will invite residents of Ryde to showcase their creativity and illuminate their homes with traditional Indian-inspired decorations during the festive season. The competition will encourage participants to adorn their households using energy-efficient solar lights. By embracing this eco-friendly approach, we strive to raise awareness about sustainable practices while enjoying the spirit of the festival.
- (c) The objectives of this competition are threefold:
 1. Promote Cultural Understanding: The Diwali Lights Competition will provide an opportunity for residents, both Indian and non-Indian, to appreciate and learn about the significance of Diwali, fostering cultural understanding and intercommunity connections.
 2. Enhance Community Spirit: By encouraging participation from households across the city, the competition will foster a sense of camaraderie and community spirit, as neighbors come together to celebrate and appreciate the beauty of Diwali decorations.
 3. Sustainable Celebrations: By incorporating energy-efficient solar lights into the Diwali decorations, we aim to reduce energy consumption and promote sustainable practices within our community. This initiative aligns with our commitment to environmental stewardship.
- (d) Promotion and Education: The Council will undertake a comprehensive promotional campaign to raise awareness about the Diwali Lights Competition, emphasising the importance of utilising energy-efficient solar lights for the decorations. Educational materials and resources will be made available to residents to guide them in adopting sustainable practices.
- (e) Judging Criteria: A panel of judges to be determined by staff, consisting of interested Council members, staff nominated representative and community representatives will assess participating households based on creativity, visual appeal, effective use of solar lights and adherence to the Diwali theme.
- (f) Prizes and Recognition: Prizes will be awarded to the winners of the competition to be funded from the Community Services budget, recognising their innovative use of solar lights and their commitment to sustainability. The Council will also publicly acknowledge and appreciate all participants for their active engagement in promoting eco-friendly celebrations.
- (g) That staff research and offer a special e-waste collection opportunity to residents along with guidelines on the safest and most sustainable way to dispose of plastic solar lighting when it stops working.

ITEM 2 (continued)

ATTACHMENT 1

On being put to the meeting the voting on the Amendment was four (4) For and eight (8) Against. The Amendment was **LOST**. The Motion was then put and **CARRIED**.

Record of Voting:

For the Amendment: Councillors O'Reilly, Pedersen, Purcell and Song

Against the Amendment: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li and Maggio

RESOLUTION: (Moved by Councillors Deshpande and Lane)

- (a) That Council organise a Diwali Lights Competition in the City of Ryde, with a special emphasis on utilising energy-efficient solar lights for the decorations. This initiative aims to promote sustainability, community engagement and cultural celebration during the festive season of Diwali.
- (b) The Diwali Lights Competition will invite residents of Ryde to showcase their creativity and illuminate their homes with traditional Indian-inspired decorations during the festive season. The competition will encourage participants to adorn their households using energy-efficient solar lights. By embracing this eco-friendly approach, we strive to raise awareness about sustainable practices while enjoying the spirit of the festival.
- (c) The objectives of this competition are threefold:
 - 1. Promote Cultural Understanding: The Diwali Lights Competition will provide an opportunity for residents, both Indian and non-Indian, to appreciate and learn about the significance of Diwali, fostering cultural understanding and intercommunity connections.
 - 2. Enhance Community Spirit: By encouraging participation from households across the city, the competition will foster a sense of camaraderie and community spirit, as neighbors come together to celebrate and appreciate the beauty of Diwali decorations.
 - 3. Sustainable Celebrations: By incorporating energy-efficient solar lights into the Diwali decorations, we aim to reduce energy consumption and promote sustainable practices within our community. This initiative aligns with our commitment to environmental stewardship.
- (d) Promotion and Education: The Council will undertake a comprehensive promotional campaign to raise awareness about the Diwali Lights Competition, emphasising the importance of utilising energy-efficient solar lights for the decorations. Educational materials and resources will be made available to residents to guide them in adopting sustainable practices.

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ATTACHMENT 1

- (e) Judging Criteria: A panel of judges to be determined by staff, consisting of interested Council members, staff nominated representative and community representatives will assess participating households based on creativity, visual appeal, effective use of solar lights and adherence to the Diwali theme.
- (f) Prizes and Recognition: Prizes will be awarded to the winners of the competition to be funded from the Community Services budget, recognising their innovative use of solar lights and their commitment to sustainability. The Council will also publicly acknowledge and appreciate all participants for their active engagement in promoting eco-friendly celebrations.

Record of Voting:

For the Motion: Unanimous

**6 REPORT ON ILLEGALLY REMOVED TREES AND INCREASING FINES -
Councillor Penny Pedersen**

Note: Jan Aiello, Anthony Butteriss (representing Friends of Lane Cove National Park) and Roland Grigull made a written submission on this Item and copies are **ON FILE**.

RESOLUTION: (Moved by Councillors Pedersen and Purcell)

- (a) Council notes:
- That a recent newspaper article (SMH February 5, 2023) quoted a member of City of Ryde staff who claimed that City of Ryde had received an estimated 450 complaints about illegal tree clearing in 2022, but the Council did not undertake any prosecutions.
 - That the City of Ryde was identified as one of the metropolitan Councils which has lost the most urban canopy in NSW and that much of this has been lost on private land due to development.
 - The commitment to returning to 40% tree canopy. Proactive efforts with more than 200 trees were planted above the 2021-2022 target of 1400 per the Council's Smarter Cleaner Greener Achievements.
- (b) That staff bring back a report on illegal tree removal in the City of Ryde that discusses:
- The actual number of complaints received by staff from residents in regards to illegal removals in 2017, 2018, 2019, 2020, 2021, 2022 and 2023.

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ITEM 2 (continued)

ATTACHMENT 1

- The number of these complaints that were investigated.
- How many of these complaints were valid and what fines were issued?
- What is involved in an illegal removal investigation?
- What sort of evidence is required in order to issue a fine for illegal removal?
- What is the largest fine that has been issued in the City of Ryde?
- Compliance rate of paying fines.
- Innovative ways to reduce illegal tree removal, in addition to fines.

On being put to the meeting Councillor Maggio abstained from voting and accordingly his vote was recorded Against the Motion.

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson, Li, O'Reilly, Pedersen, Purcell and Song

Against the Motion: Councillor Maggio

**7 ALLOCATION OF STREET ADDRESSES FOR CORNER SUBDIVISIONS -
Councillor Penny Pedersen**

Note: Graham Wheeler made a written submission on this Item and a copy is **ON FILE.**

RESOLUTION: (Moved by Councillors Pedersen and Purcell)

(a) Council notes that:

- The current street address allocation policy has allowed properties in Ryde to use addresses that are out of sequence, fronting onto different streets and in some cases be an odd number on an even side (making it near impossible for emergency services and delivery operators to find).
- Several Councils including City of Ryde have made submissions through the NSW Local Government Address Working Group to the NSW State Government on an imperfect process regarding the allocation of street addresses on corner subdivisions.

(b) That Council staff bring back a report to the Councillor information bulletin on the current process used to allocate street numbers that outlines:

- The state and local government responsibilities and current policy surrounding the process for street address allocation.

ITEM 2 (continued)

ATTACHMENT 1

- How Council investigates specific concerns reported by affected property owners or emergency services, and how council resolves those cases.
 - Has complying development, Private certification made this process more problematic?
 - Are developers required to contact council regarding address allocation before registering a subdivision with NSW Land registry Services and is this normally a development condition?
 - As an example, why was the developer allowed to use 1 Edmondson Street North Ryde when the site is clearly fronting Blenheim Road and follows on from 68 Blenheim Road yet number 1 Blenheim Road is on the opposite side at the other end of the street.
- (c) That council write to the Minister for Planning, The Hon. Paul Scully MP requesting a review of the street address allocation process so it is standardised and clear for council staff, developers, emergency services and residents.
- (d) That staff refer the three different subdivisions in Edmondson Street North Ryde to Spatial Services NSW (not Spatial Data Services at Ryde Council) for an independent review. This will then guide Council as to whether or not it should undertake a wider assessment of the addressing of corner subdivisions.

Record of Voting:

For the Motion: Unanimous

8 IMPACT OF ROAMING CATS ON LOCAL NATIVE WILDLIFE - Councillor Penny Pedersen

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

9 SAFETY AT FLINDERS ROAD VILLAGE SHOPS - Councillor Bernard Purcell

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

10 PARKING IN MEADOWBANK PRECINCT - Councillor Bernard Purcell

Note: This Item was dealt with earlier in the meeting as detailed in these Minutes.

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ATTACHMENT 1

11 REPRIORITISING CITY OF RYDE PROJECTS TO PAY FOR TG MILLNER FIELD - Councillor Bernard Purcell

Note: Councillor Lane disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that he is mentioned in this Motion.

Note: Councillor Maggio left the meeting at 8.56pm during discussion on this Item and did not return. Councillor Maggio was not present for voting on this Item.

MOTION: (Moved by Councillors Purcell and Pedersen)

- (a) That Council notes in a recent radio interview with 2GB radio, Councillor Jordan Lane claimed that to pay for the compulsory acquisition of TG Millner field, the City of Ryde would need to:

“Look at how we prioritise projects that are in the pipeline...needing to reprioritise to make this work.”

- (b) That in light of this statement:

- i. That the City of Ryde notes the confusion for the community, and the question of conflict, that might arise when the Mayor of Ryde gives the State Member for Ryde leave to speak on behalf of Council.
- ii. That the Mayor of Ryde write to the State Member for Ryde noting this statement as a loss, or prolongation of projects to the residents of Ryde.
- iii. That the Mayor of Ryde write to the State Member for Ryde asking him to identify the projects that would be lost or prolonged due to this statement.
- iv. That the Mayor of Ryde commits to not losing current projects and services in light of this statement and writes to the State Member for Ryde asking him to make this commitment.
- v. That the Mayor of Ryde commits to no increased residential and business Council rates in light of this statement and writes to the State Member for Ryde asking him to make this commitment.
- vi. That the Mayor of Ryde write to the State Member for Ryde and get his assessment on which projects are lost or prolonged in light of the potential acquisition of TG Millner field.

AMENDMENT: (Moved by Councillors Brown and Li)

That Council:

- (a) Notes the previously bipartisan Mayoral Minute moved by Councillor Jordan Lane to “take any and all steps necessary” to protect TG Millner as green open space in perpetuity.

ITEM 2 (continued)

ATTACHMENT 1

- (b) Expresses concern that in previous terms of Council (pre-2022), no financial provisions had been made to protect TG Millner as green open space for the community.
- (c) Expresses concern that at a recent workshop, Councillor Penny Pedersen questioned the value of making financial plans to potentially acquire TG Millner, and this evening, described the acquisition of TG Millner as a "vanity project".
- (d) Expresses concern with a recent Notice of Motion lodged by Councillor Bernard Purcell which was not only contradictory of itself, but also attempts to stymie the making of financial plans to potentially acquire TG Millner.
- (e) Reaffirms its commitment to protecting green open space for community use.
- (f) Writes to each City of Ryde Councillor asking whether they stand by their previous commitment to 'take any and all steps necessary' to protect TG Millner.

On being put to the meeting the voting on the Amendment was seven (7) For and four (4) Against. The Amendment was **CARRIED** and then became the Motion.

Record of Voting:

For the Amendment: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson and Li

Against the Amendment: Councillors O'Reilly, Pedersen, Purcell and Song

RESOLUTION:

That Council:

- (a) Notes the previously bipartisan Mayoral Minute moved by Councillor Jordan Lane to "take any and all steps necessary" to protect TG Millner as green open space in perpetuity.
- (b) Expresses concern that in previous terms of Council (pre-2022), no financial provisions had been made to protect TG Millner as green open space for the community.
- (c) Expresses concern that at a recent workshop, Councillor Penny Pedersen questioned the value of making financial plans to potentially acquire TG Millner, and this evening, described the acquisition of TG Millner as a "vanity project".

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ATTACHMENT 1

- (d) Expresses concern with a recent Notice of Motion lodged by Councillor Bernard Purcell which was not only contradictory of itself, but also attempts to stymie the making of financial plans to potentially acquire TG Millner.
- (e) Reaffirms its commitment to protecting green open space for community use.
- (f) Writes to each City of Ryde Councillor asking whether they stand by their previous commitment to 'take any and all steps necessary' to protect TG Millner.

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Han, Lane, Lara-Watson and Li

Against the Motion: Councillor O'Reilly, Pedersen, Purcell and Song

QUESTIONS BY COUNCILLORS AS PER POLICY

1 QUESTIONS WITH NOTICE - Councillor Roy Maggio

Question:

Please provide all staff costs on the day of Cork and Fork cancellation.

Answer:

Staff costs were approximately \$8,000.

2 QUESTIONS WITH NOTICE – Councillor Penny Pedersen

Question 1:

How many times has the City of Ryde formal delegate to the NSW Public Libraries Association (NSWPLA) Committee attended meetings?

Answer 1:

To the knowledge of staff, the Councillor delegate has not attended the NSW Public Libraries Association (NSWPLA) Committee meetings.

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ATTACHMENT 1

Question 2:

How many women work in directors and senior management positions right now at City of Ryde, June 2023 compared to November 2021?

Answer 2:

In November 2021 the City of Ryde Council had 7 women employed in management level positions (which includes positions up to GM level).

In June 2023 the City of Ryde Council has 9 women employed in management level positions with two recruitment rounds not completed that include female candidates at interview stage (includes positions up to CEO level).

Question 3:

How much money was spent by City of Ryde on consultants between April 2021 and June 2023 and what measures do Council have in place to assure ratepayers that City of Ryde's use of consultants is minimal and well vetted on ethical grounds?

Answer 3:

Table below details spend on consultants from FY20/21 to FY22/23 YTD as at 16 June 2023:

| Project TypePP | 2020/21 Full Year Actuals | 2021/22 Full Year Actuals | 2022/23 YTD Actuals as at 16/06/23 |
|-------------------------------------|------------------------------------|------------------------------------|---|
| Capital | 3,016,366 | 688,859 | 686,310 |
| One Off and Non Capital Projects | 834,227 | 370,933 | 118,697 |
| Operating | 1,595,395 | 644,120 | 808,335 |
| Grand Total | 5,445,988 | 1,703,913 | 1,613,342 |

To ensure Council has control on the use of consultants, Council's Procurement Guidelines outlines the following:

- The engagement of consultants for less than **\$20,000** (with approved budget) requires the approval of the Executive Manager.
- The engagement of consultants over **\$20,000** (with approved budget) requires the approval of a General Manager.
- When calculating the cost of the consultant the requisitioner needs to include all cost known and estimate any future work that could be incurred due to additional stages for the project.
- Any variations above the approved expenditure will need to be approved by a General Manager.

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In addition, next Financial Year FY23/24 budget for consultancies has been reduced by \$1.1m compared to the current year and greater scrutiny will be placed on this expenditure.

Question 4:

Staff have indicated that there were three Tuckeroo trees removed from Putney Park in November 2022 by contractors who also undertook targeted spraying in areas which were not identified on the Parramatta River Reserves works program. Does Council still pay for services from this contractor and since Council does not keep records of trees that have been removed, how do ratepayers know that other mature, native, living assets in our natural areas have not been removed?

Answer 4:

On 24 February 2022 staff responded to Council request CR28936 responding to an enquiry into the spraying of these trees confirming contractors did undertake weed spraying within the area identified in the request and that Tuckeroo trees were targeted in that programme. Council staff did hold discussions with the contractor regarding the works undertaken to ensure they were targeting weed species control within the Parramatta River reserves works programmes and to ensure they fulfilled their obligations within their contract.

Further to this, Council is still using this contractor works on a number of our bush regeneration sites, many of which Council have received positive feedback about the quality of the works being undertaken. The tuckeroo trees sprayed were young saplings, only 1 to 2 metres tall and they do not belong to the local vegetation community which is mapped in Putney Park, namely Coastal Sandstone Foreshore Forest. Additionally, Tuckeroos are not listed as occurring naturally in any of Council's natural areas, as evidenced by our flora and fauna studies conducted since 2006 and it is not unusual for non-local native plants to be removed during bush regeneration works and Council's bush regeneration contractors never remove native trees over 5m tall as this is undertaken by Council's arborist team.

Council bush regeneration contractor provides monthly reports outlining the works undertaken within each of the sites they are undertaking work, and this report is reviewed by the Senior Coordinator Natural Area's. In instances where there are anomalies or other issues identified in the monthly report the Senior Coordinator Natural Area's will contact the bush regeneration contractor to discuss and review and take appropriate action to resolve the issues.

Question 5:

Can staff confirm that the community auditorium space at Lachlans Line Village will be used for community purposes and not leased to a commercial operation?

ITEM 2 (continued)

ATTACHMENT 1

Answer 5:

Council has recently completed a minor refurbishment to the auditorium space at Lachlan's Line. As part of these works, Council installed new cupboard shelving, constructed a new kitchenette, blocked door access between the adjacent commercial area and the auditorium and installed a new keyless access system. These works were completed in early June 2023.

Starting from 1 July 2023, the auditorium will be exclusively available for community use and can be hired by relevant user groups.

CLOSED SESSION

ITEM 14 - REPORT ON USE OF RESTRICTED RESERVES

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.

ITEM 15 – CORK AND FORK EVENT

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: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Note: Councillor Maggio was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Brown and Lara-Watson)

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

Record of Voting:

For the Motion: Unanimous

Note: The Council closed the meeting at 9.02pm. The public and media left the chamber and the webcast.

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ITEM 2 (continued)

ATTACHMENT 1

CONFIDENTIAL COUNCIL REPORTS

14 REPORT ON USE OF RESTRICTED RESERVES

Note: Councillor Maggio was not present for consideration or voting on this Item.

Note: Councillor Han left the meeting at 9.29pm during discussion on this Item and did not return. Councillor Han was not present for voting on this Item.

RECOMMENDATION: (Moved by Councillors Lara-Watson and Brown)

(a) That Council resolve the following reserve movements:

- 1) Return **\$35,500,000** from Ryde Central Reserve to S7.11 Externally Restricted Reserves as follows:
 - \$26,406,740 to S7.11 Open Space & Recreation Facility Reserve
 - \$8,659,138 to S7.11 Community & Cultural Facility Reserve
 - \$434,122 to S7.11 Stormwater Management Facility Reserve
- 2) Return **\$1,086,451** Employee Leave Entitlements Reserve to S7.11 Externally Restricted Reserves as follows:
 - \$808,159 to S7.11 Open Space & Recreation Facility Reserve
 - \$265,006 to S7.11 Community & Cultural Facility Reserve
 - \$13,286 to S7.11 Stormwater Management Facility Reserve
- 3) Allocate a total of **\$1,140,267** from Accommodation Reserve for interest earned in prior years to S7.11 Externally Restricted Reserves as follows:
 - \$848,190 to S7.11 Open Space & Recreation Facility Reserve
 - \$278,133 to S7.11 Community & Cultural Facility Reserve
 - \$13,944 to S7.11 Stormwater Management Facilities Reserve
- 4) Return **\$3,381,645** from Accommodation Reserve to Voluntary Planning Agreement Reserve.
- 5) Return **\$361,249** from Accommodation Reserve to Voluntary Planning Agreement Reserve.
- 6) Return the amount of **\$1,006,700** from Accommodation Reserve to Domestic Waste Reserve due to a COVID-19 Rates Rebate.

(b) That Council adopt the Cash Reserve Policy.

On being put to the meeting Councillors O'Reilly, Pedersen, Purcell and Song abstained from voting and accordingly their votes were recorded Against the Motion.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting:

For the Motion: The Mayor, Councillor Yedelian OAM and Councillors Brown, Deshpande, Lane, Lara-Watson and Li

Against the Motion: Councillors O'Reilly, Pedersen, Purcell and Song

15 CORK AND FORK EVENT

Note: Councillor Maggio was not present for consideration or voting on this Item.

Note: Councillor Han was not present for consideration or voting on this Item.

RECOMMENDATION: (Moved by Councillors Lara-Watson and Purcell)

That Council note the staff update on the cancellation of the 21 May 2023 Cork and Fork event and that the event is being re-staged on 2 July 2023.

Record of Voting:

For the Motion: Unanimous

OPEN SESSION

Note: Councillor Maggio was not present for consideration or voting on this Item.

Note: Councillor Han was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Lara-Watson and Purcell)

- (a) That the Council resolve itself into open Council.
- (b) That the recommendations of Items considered in Closed Session be received and adopted as resolutions of Council without any alteration or amendment thereto.
- (c) That the Minutes of the Closed Session be adopted.

Record of Voting:

For the Motion: Unanimous

Note: Open Council resumed at 9.39pm.

Minutes of the Council Meeting No. 6/23, dated 27 June 2023.

ITEM 2 (continued)

ATTACHMENT 1

COUNCIL REPORT

2 CONFIRMATION OF MINUTES - Council Meeting held on 23 May 2023

Note: Councillor Maggio was not present for consideration or voting on this Item.

Note: Councillor Han was not present for consideration or voting on this Item.

RESOLUTION: (Moved by Councillors Pedersen and Purcell)

That the Minutes of the Council Meeting 5/23, held on 23 May 2023 be confirmed, subject to an administrative change.

Record of Voting:

For the Motion: Unanimous

The meeting closed at 9.44pm.

CONFIRMED THIS 25TH DAY OF JULY 2023

Chairperson

3 DETERMINATION OF NUMBER OF COUNCILLORS FOR 2024-2028 TERM OF OFFICE

Report prepared by: Civic Services Manager

File No.: CLR/22/109/1 - BP23/396

REPORT SUMMARY

The purpose of this report is to advise that under Section 224 of the Local Government Act 1993 (the Act), Council is required to determine the number of Councillors for the next term of office (2024-2028) not less than 12 months before the next ordinary election. The Act requires the number of Councillors to be at least 5 and not more than 15 (1 of whom is the Mayor).

It should be noted that in conjunction with the last Local Government Election held in December 2021, Council undertook a referendum regarding support for a popularly elected Mayor where the voters of the City of Ryde elect the Mayor for a four (4) year term, thereby adopting a thirteen (13) Councillor model (including the Mayor). This comes into effect at the next Local Government Election in September 2024.

This report is therefore seeking Council's confirmation that the number of Councillors for the 2024-2028 term of office to be 13 (1 being the Mayor).

RECOMMENDATION:

That in accordance with Section 224(2) of the Local Government Act 1993, Council confirm the number of Councillors for the 2024-2028 term of office to be 13 (1 of whom is the Mayor).

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Amanda Janvrin
Civic Services Manager

Report Approved By:

Graham Humphreys
Manager - Business Assurance and Governance

Wayne Rylands
Chief Executive Officer

ITEM 3 (continued)

Discussion

Determination of the number of Councillors

Section 224 of the Local Government Act 1993 (the Act) requires Council to determine the number of Councillors for the next term of office (2024-2028) not less than 12 months before the next ordinary election. The Act requires the number of Councillors to be at least 5 and not more than 15 (1 of whom is the Mayor).

Section 224 of the Local Government Act 1993 states that:-

- (1) *A council must have at least 5 and not more than 15 councillors (one of whom is the mayor).*
- (2) *Not less than 12 months before the next ordinary election, the council must determine the number, in accordance with subsection (1), of its councillors for the following term of office.*
- (3) *If the council proposes to change the number of councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum.*

The next Local Government Election will occur on 14 September 2024 and therefore Council should have made a determination regarding the number of Councillors for the next term of Council before 13 September 2023.

Should Council wish to vary the number of Councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum at the next Local Government Election (September 2024) with the any changes to come into effect at the following Election (i.e. in September 2028).

It should be noted that in conjunction with the last Local Government Election held in December 2021, Council undertook a referendum regarding support for a popularly elected Mayor where the voters of the City of Ryde elect the Mayor for a four (4) year term, thereby adopting a thirteen (13) Councillor model (including the Mayor). This comes into effect at the next Local Government Election in September 2024.

It is therefore recommended that Council confirm the number of Councillors for the 2024-2028 term of office to be 13 (1 being the Mayor).

Financial Implications

Funding required for remuneration and related expenses for an additional Councillor will be provided in the Draft Budget 2024/2025.

4 WARD BOUNDARY REVIEW IN PREPARATION FOR 2024 LOCAL GOVERNMENT ELECTION

Report prepared by: Civic Services Manager

File No.: CLR/22/109/1 - BP23/401

REPORT SUMMARY

The purpose of this report is to advise that in accordance with Section 211 of the Local Government Act 1993, Council is required to keep its Ward boundaries under review to ensure that the variance between the Ward with the highest number of electors and the Ward with the lowest number of electors is not in excess of 10%.

The last review was conducted in 2019 and came into effect at the Ordinary Local Government Election which was held in 2021.

Data regarding elector numbers is accessed from the NSW Electoral Commission and recent data from June 2023 shows that there has been some movement in elector numbers since Council last endorsed Ward boundaries in 2019.

Based on the data to June 2023, the current variance is 10.9% and Council is therefore required to review Ward boundaries and make an adjustment in preparation for the 2024 Local Government Election.

This report therefore seeks Council's consideration of the proposed Ward boundary adjustment set out in this report and requests Council to endorse the Ward boundary change to be placed on public exhibition for a period of 28 days and allow 42 days for submissions to be received.

RECOMMENDATION:

- (a) That Council endorse the Ward boundary change set out in this report and provided for in **ATTACHMENT 2**, to be placed on public exhibition for a period of 28 days and allow 42 days for submissions to be received.
- (b) That public exhibition commence following consultation of the Ward boundary change with the NSW Electoral Commission and the Australian Statistician (ABS).
- (c) That a further report be provided to Council at its meeting on 26 September 2023 setting out any submissions received and to consider adoption of the Ward boundary change.

ATTACHMENTS

- 1 Map of Current Ward Boundaries
- 2 Map of Proposed Ward Boundaries and Boundary Change

ITEM 4 (continued)

Report Prepared By:

Amanda Janvrin
Civic Services Manager

Report Approved By:

Graham Humphreys
Manager - Business Assurance and Governance

Wayne Rylands
Chief Executive Officer

ITEM 4 (continued)

Discussion

Confirmation of Ward Boundaries

Section 211 of the Local Government Act 1993 (the Act) requires Council to keep its Ward boundaries under review to ensure that the variance between the Ward with the highest number of electors and the Ward with the lowest number of electors is not in excess of 10%. The Act requires Council to take action and correct the difference if there is more than a 10% variation and that difference remains at the end of the first year of the following term of office of the Council.

It should be noted that the last review was conducted in 2019 and came into effect at the Ordinary Local Government Election which was held in 2021.

Data regarding elector number is accessed from the NSW Electoral Commission. As at 26 August 2019, the NSW Electoral Commission data stated that Ward elector number estimates were as follows:-

| Ward | Elector Numbers |
|--------------|------------------------|
| Ryde Central | 25,141 |
| Ryde East | 25,243 |
| Ryde West | 23,863 |
| TOTAL | 74,247 |

The variation between the Wards with the highest and lowest estimates was 5.7%. Given that the variation was less than 10%, Council's obligations under Section 211 of the Local Government Act were met and a Ward boundary change was not required.

Recent data accessed from the NSW Electoral Commission from June 2023 shows that there has been some movement in elector numbers since Council last endorsed Ward boundaries in 2019.

As at 20 June 2023, the NSW Electoral Commission data stated that Ward elector number estimates were as follows:-

| Ward | Elector Numbers |
|--------------|------------------------|
| Ryde Central | 27,536 |
| Ryde East | 27,188 |
| Ryde West | 24,826 |
| TOTAL | 79,550 |

ITEM 4 (continued)

Based on the data to June 2023, the current variance is 10.9% and Council is therefore required to review Ward boundaries and make an adjustment in preparation for the 2024 Local Government Election.

Proposed Ward Boundary Adjustment

The proposed Ward boundary adjustment set out in this report and provided for in **ATTACHMENT 2** has taken into account large strata developments, currently under construction in Central Ward and incorporates the following:-

- East Ward to remain unchanged.
- Single boundary adjustment to be made between West and Central Wards.
- Proposed to move area bounded by Epping Road, Herring Road, Waterloo Road and Shrimptons Creek from Central Ward to West Ward.
- Adjustment location to incorporate currently under construction large strata developments, thus using the future additional dwellings to reduce the difference between the two Wards. This also minimises the current electors that will be affected by the change in Wards (approximately 593 current electors).

Based on the elector numbers from June 2023, the proposed Ward boundary adjustment will reduce the difference between the Ward with the highest number of electors and the Ward with the lowest number of electors to 7.0% and it is expected that this would reduce further by the time of the 2024 Local Government Election.

Consultation

Consultation with key stakeholders regarding the proposed Ward boundary change has been undertaken by the Business Assurance and Governance Section.

Internal

- Consultation has been undertaken with the Chief Executive Officer and the Executive Leadership Team.

External

- Council will place the proposal on public exhibition for a period of 28 days and allow 42 days for submissions to be lodged.
- Council will consult with the NSW Electoral Commission and the Australian Statistician (ABS) as part of the process.

ITEM 4 (continued)

Timeframe for Ward Boundary Review

The proposed timeframe for the Ward boundary review is as follows:-

| Date | Purpose |
|-------------------|---|
| 14 July 2023 | Proposed Ward boundary change issued to NSW Electoral Commission and Australian Statistician (ABS) for consultation |
| 25 July 2023 | Report to Council to endorse proposed Ward boundary change for public exhibition |
| 1 August 2023 | Commencement of public exhibition with submissions to close on 11 September 2023, subject to feedback from consultation with NSW Electoral Commission and Australian Statistician (ABS) |
| 26 September 2023 | Report to Council to consider submissions and adoption of Ward boundary change |
| 5 October 2023 | Deadline to advise the NSW Electoral Commission of Ward boundary change |

Critical Dates

Under Section 277A of the Local Government (General) Regulation 2021, Ward boundary and name changes must be made by **5 October 2023** to be in effect for the 14 September 2024 Local Government Election.

Financial Implications

Adoption of the recommendation will have no financial impact.

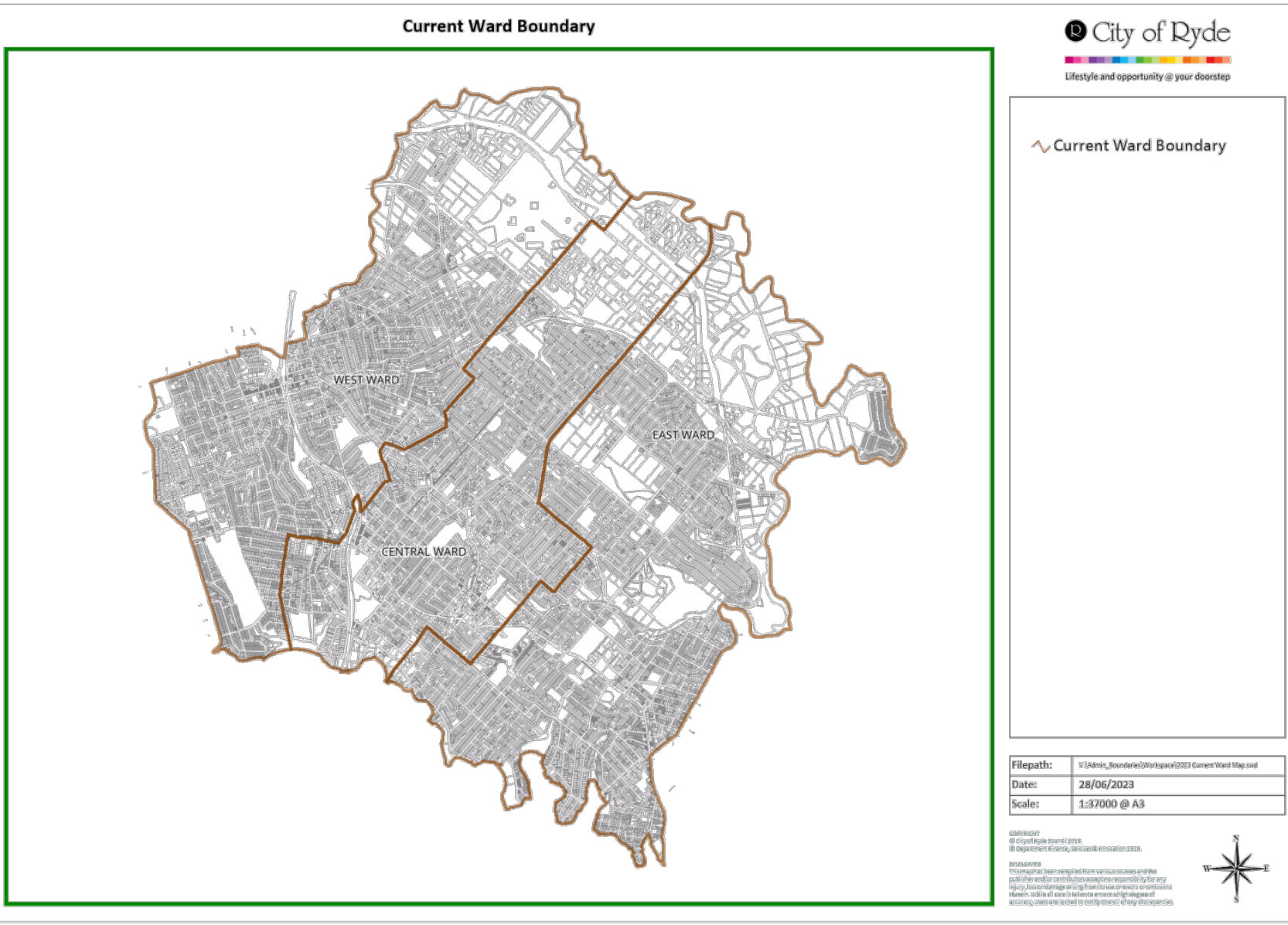
Conclusion

In accordance with Section 211 of the Local Government Act 1993, as the City of Ryde currently has a variance in excess of 10% between the Ward with the highest number of electors and the Ward with the lowest number of electors, Council must undertake a Ward boundary adjustment.

Accordingly, this report recommends that Council consider the proposed Ward boundary adjustment and accept the recommendations as set out in this report.

ITEM 4 (continued)


ATTACHMENT 1



ITEM 4 (continued)

ATTACHMENT 2



 Proposed Ward Boundary

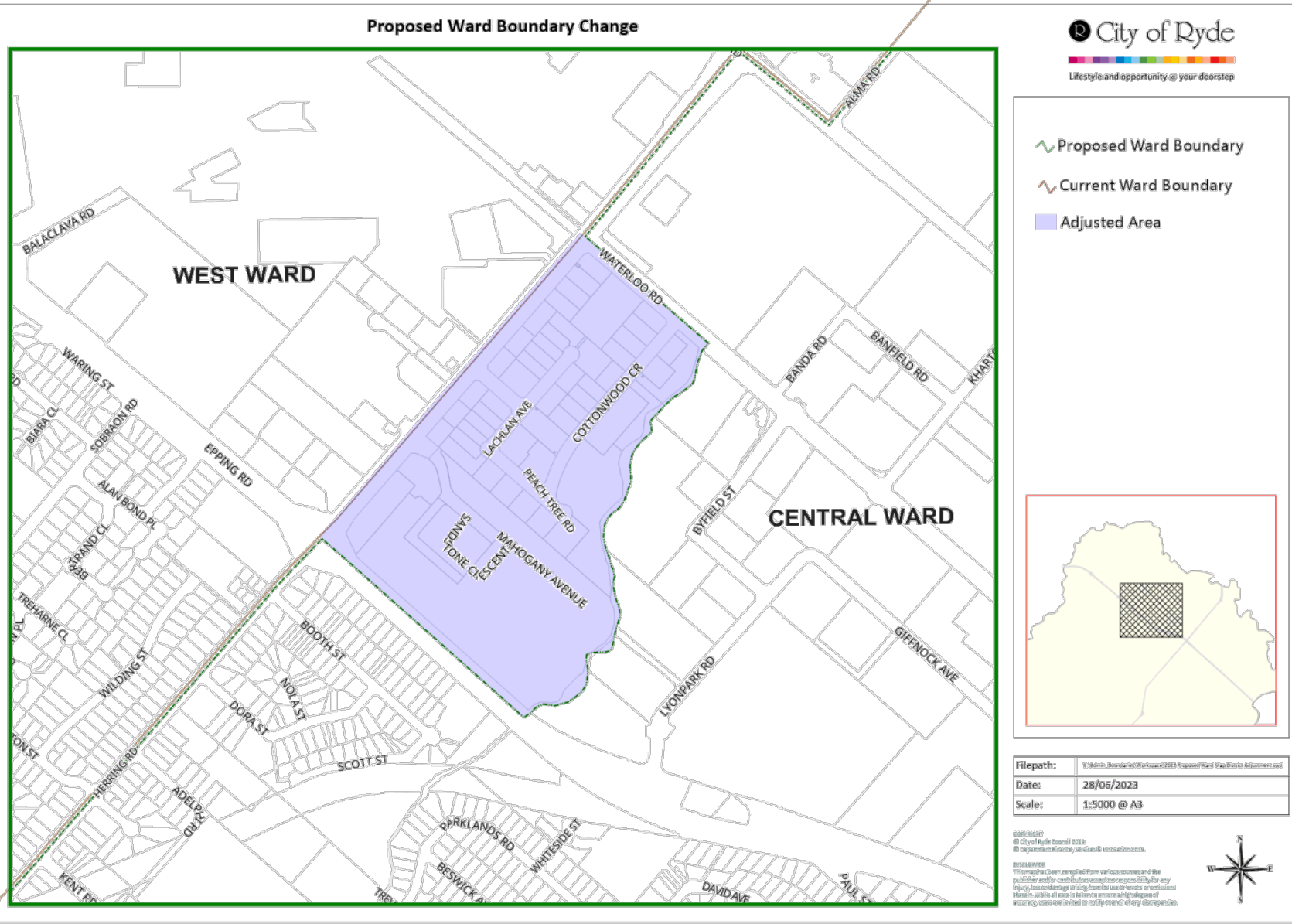
| | |
|------------------|--|
| Filepath: | V:\Admin_Boundaries\Workspace\2023 Proposed Ward Map.sxd |
| Date: | 28/06/2023 |
| Scale: | 1:37000 @ A3 |

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ITEM 4 (continued)

ATTACHMENT 2



5 COUNCILLOR EXPENSES AND FACILITIES POLICY - OUTCOMES OF PUBLIC EXHIBITION

Report prepared by: Civic Services Manager
File No.: CLR/07/8/9/6 - BP23/299

REPORT SUMMARY

The Councillor Expenses and Facilities Policy ensures that City of Ryde Councillors have access to reasonable facilities and support to enable them to fulfil their civic duties, while also ensuring accountability, transparency and equity.

At its meeting held on 26 April 2023, Council resolved to remove from the Policy, the component for Councillors to claim an expense allowance for attending the LGNSW conference, the National General Assembly of Local Government and the Australian Council of Local Government (including 2023), in relation to registration, accommodation, travel and all other expenses concerning these conferences. Council also resolved to place the updated Policy on public exhibition for a period of 28 days.

Accordingly, the draft Policy was placed on public exhibition, with submissions being accepted between Monday, 29 May 2023 and Monday, 26 June 2023. It should be noted that no public submissions were received during the exhibition period.

This report therefore recommends that Council adopt the Councillor Expenses and Facilities Policy – April 2023 as **ATTACHED**.

RECOMMENDATION:

That Council adopt the Councillor Expenses and Facilities Policy – April 2023 as **ATTACHED**.

ATTACHMENTS

- 1 Councillor Expenses and Facilities Policy - April 2023 - CIRCULATED UNDER SEPARATE COVER

Report Prepared By:

Amanda Janvrin
Civic Services Manager

Report Approved By:

Graham Humphreys
Manager - Business Assurance and Governance

Wayne Rylands
Chief Executive Officer

ITEM 5 (continued)

Report

The Councillor Expenses and Facilities Policy aims to ensure that all Councillors have access to the appropriate resources and facilities required to fulfil their civic duties.

This Policy ensures that there is accountability and transparency in the facilities provided to Councillors and the reimbursement of expenses incurred by Councillors in carrying out their civic duties. Section 253(1) of the Local Government Act requires Council to give public notice of its intention to adopt or amend this Policy and to allow at least 28 days for the making of public submissions.

There is no longer a requirement to provide a copy of this Policy to the Office of Local Government.

Discussion

At its meeting on 26 April 2023, Council resolved as follows:-

- (a) *That Council amend the Policy to remove the component for Councillors to claim an expense allowance for attending the LGNSW conference, and the National General Assembly of Local Government and the 2023 Australian Council of Local Government, in relation to Registration, Accommodation and Travel and all other expenses in relation to these conferences.*
- (b) *That as the amendments to the Policy are substantial, Council place the updated Councillor Expenses and Facilities Policy on public exhibition for a period of 28 days.*

Details of the changes to the attached draft Policy

In accordance with the Council resolution from the meeting of 26 April 2023, the draft Policy was updated and placed on public exhibition.

Additions made to the draft Policy are reflected in ***black bold italics*** and deletions of text are noted in ~~black strikethrough~~.

1. Section 9.2(6) – Page 13: The following text was included:
 - (6) ***With the exception of the LGNSW Conference, the National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council will pay the seminar, conference or training course registration fees charged by the organisers including the costs of related official meals and associated tours where they are relevant to the business and interests of Council. Any time and costs incurred in undertaking activities not related to attendance at the event shall not be included in the expenses paid by Council.

ITEM 5 (continued)

2. Section 9.2(7) – Page 13: The following text was included:
 - (7) ***With the exception of the LGNSW Conference, the National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council will also meet the cost of meals (and reasonable cost of drinks) when they are not otherwise included in the training, conference or seminar fees. Each Councillor is entitled to seek reimbursement for up to three (3) meals per day to a maximum of \$100 a day. Official receipts will be required for reimbursement under this clause.

3. Section 9.2(9) – Page 13: The following text was included:
 - (9) ***With the exception of the LGNSW Conference, the National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council will meet the reasonable cost of transportation associated with attendance at the seminar, conference or training course.

4. Section 9.2(11) – Page 13: The following text was included:
 - (11) ***With the exception of the LGNSW Conference, the National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council shall provide Councillors with taxi vouchers for travel to a seminar, conference or training course. Councillors must ensure that any unused vouchers and the receipts of used vouchers are returned to Council within seven (7) days of the event.

5. Section 9.2(12) – Page 13: The following text was included:
 - (12) Alternatively, ***with the exception of the LGNSW Conference, National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council will meet the actual costs for public transport, taxis or hire-cars for travel on Council related business.

6. Section 9.2(13) – Page 14: The following text was included:
 - (13) ***With the exception of the LGNSW Conference, National General Assembly of Local Government Conference and the Australian Council of Local Government***, Council shall reimburse transport expenses incurred by a Councillor while using their own private vehicle for Council related business.

ITEM 5 (continued)

7. Section 9.2.1(15)(e) – Page 14: The following text was included:
 - (e) No Councillor can attend a conference at Council's expense without the prior approval of Council, **subject to the provisions of Part B Section 9.2**. Reports to Council are to include details of the conference and an estimate of the associated costs including registration and transport.
8. Section 9.4.1(1) – Page 15: The following text was included:
 - (1) Council shall reimburse travel expenses incurred by Councillors for travel on Council related business (**noting the restrictions of Part B Section 9.2**).
9. Section 9.4.2(1) – Page 16: The following text was included:
 - (1) Council shall reimburse Council business related to travel expenses by a Councillor while using their own private vehicle, by way of a reimbursement for each kilometre travelled for the specific journey, plus any road tolls and parking fees necessarily incurred (**noting the restrictions of Part B Section 9.2**). The rate of reimbursement for kilometres travelled shall be equivalent to the rates prescribed in the relevant legislation or policies applicable to employees of the Council.
10. Section 9.4.3(1) – Page 16: The following text was included:
 - (1) Prior Council approval is required for interstate travel for which reimbursement or payment is sought by Councillors (**noting the restrictions of Part B Section 9.2**). Any proposal for Councillors to travel interstate is to be included in the non-confidential business papers of Council, for which due public notice has been given. Such a proposal cannot be considered in a late report or Mayoral Minute.
11. Section 9.6(1) – Page 18: The following text was included:
 - (1) **With the exception of the LGNSW Conference, the National General Assembly of Local Government Conference and the Australian Council of Local Government**, Council shall reimburse reasonable out of pocket or incidental expenses associated with attending conferences, seminars or training courses, and other prior approved travel, incurred by Councillors.
12. Section 9.12(4), (5) and (6) – Page 22: The following text was removed:
 - ~~(4) Where a spouse, partner or accompanying person attends an event away from home with the Councillor, additional costs of the person/s will not be met by Council, with the exception of those associated with the Local Government NSW Annual Conference as addressed in clause (5) below.~~

ITEM 5 (continued)

- ~~(5) Limited expenses of spouses, partners or accompanying persons associated with attendance at the Local Government NSW Annual Conference will be met by Council. These expenses will be limited to the cost of registration and official conference dinners. Travel expenses and the cost of partner/accompanying person tours etc would be the personal responsibility of individual Councillors.~~
- ~~(6) Eligible events (ie Local Government NSW Annual Conference, civic events in the Ryde LGA, and civic events throughout NSW for the Mayor or their representative) should be distinguished from circumstances where spouses, partners or accompanying persons accompany Councillors at seminars and conferences and the like. In these situations all costs must be met by the Councillor or the spouse/partner/accompanying person.~~

Public Exhibition and Call for Submissions

As required by Section 253(1) of the Local Government Act, the draft Policy, was placed on public exhibition for a minimum of 28 days. Submissions were invited between Monday, 29 May 2023 and Monday, 26 June 2023.

It is noted that no public submissions were received during the exhibition period and therefore, it is recommended that the draft Councillor Expenses and Facilities Policy – April 2023, as **ATTACHED – CIRCULATED UNDER SEPARATE COVER**, be adopted by Council.

Critical Dates

Council should be aware that further amendments can be made to the Policy. However, if the amendments are considered to be significant, Council would be required to place the Policy on public exhibition again for a period of 28 days, before it can be returned to Council for further consideration and adoption.

Financial Implications

Adoption of the recommendation will have no financial impact. Payments of expenses and the provision of facilities are included within Council's adopted base budget.

6 SCHEDULE OF PROPOSED COUNCIL MEETING DATES

Report prepared by: Civic Services Manager

File No.: CLM/23/1/1/2 - BP23/145

REPORT SUMMARY

At its meeting held on 22 March 2022, Council endorsed a schedule of meeting dates up to the end of August 2023.

This report outlines for the consideration and endorsement of Council, a draft schedule of meeting dates from September 2023 up to the next Local Government Election in September 2024 as provided for in **ATTACHMENT 1**.

RECOMMENDATION:

- (a) That Council endorse the draft Schedule of Meeting Dates as detailed in the report and provided for in **ATTACHMENT 1**, noting that the schedule may be amended at any time, subject to one month transition period to allow for public notices to be given.
- (b) That Council endorse a Council meeting be held on the second Tuesday of December 2023, being 12 December 2023.

ATTACHMENTS

- 1** Schedule of Meeting Dates for September 2023 up to Local Government Election in 2024

Report Prepared By:

Amanda Janvrin
Civic Services Manager

Report Approved By:

Graham Humphreys
Manager - Business Assurance and Governance

Wayne Rylands
Chief Executive Officer

ITEM 6 (continued)

Discussion

Current Meeting Structure

Council's Code of Meeting Practice allows for Council meetings to be held on the fourth Tuesday of the months February to December inclusive.

Draft Schedule of Meeting Dates

At its meeting held on 22 March 2022, Council endorsed a schedule of meeting dates up to the end of August 2023.

Attached to this report for Council's consideration and endorsement and provided for in **ATTACHMENT 1** is a draft schedule of meeting dates for the period September 2023 up to the next Local Government Election in September 2024.

It should be noted that the calendar may be amended at any time if Council resolves to alter the meeting day or to adjust the Council structure, subject to an appropriate transition period in order for public notices to be amended.

The proposed schedule of meeting dates has taken into account public holidays such as Easter and Anzac Day.

The schedule has followed normal procedure for the majority of the period, however a slight amendment is recommended as follows:-

Council meeting for December 2023

As Council has resolved in previous years, it is proposed to hold the December 2023 Council meeting on the second Tuesday on the month being 12 December 2023.

Financial Implications

Adoption of the recommendations outlined in this report will have no financial impact as there is provision for the conduct of meetings allocated in the adopted 2023/2024 and 2024/2025 budgets.

ITEM 6 (continued)

ATTACHMENT 1

MEETING SCHEDULE FROM SEPTEMBER 2023 UP TO NEXT LOCAL GOVERNMENT ELECTION IN 2024

| DATE | MEETING TYPE | COMMENTS |
|-----------------------|--|----------------------|
| SEPTEMBER 2023 | | |
| 26-Sep-23 | Council Meeting (including election of Mayor and Deputy Mayor) | Commencing at 6.00pm |
| OCTOBER 2023 | | |
| 24-Oct-23 | Council Meeting | Commencing at 6.00pm |
| 31-Oct-23 | No Meetings | 5th Tuesday |
| NOVEMBER 2023 | | |
| 28-Nov-23 | Council Meeting | Commencing at 6.00pm |
| DECEMBER 2023 | | |
| 12-Dec-23 | Council Meeting | Commencing at 6.00pm |
| FEBRUARY 2024 | | |
| 27-Feb-24 | Council Meeting | Commencing at 6.00pm |
| MARCH 2024 | | |
| 26-Mar-24 | Council Meeting | Commencing at 6.00pm |
| APRIL 2024 | | |
| 23-Apr-24 | Council Meeting | Commencing at 6.00pm |
| 30-Apr-24 | No Meetings | 5th Tuesday |
| MAY 2024 | | |
| 28-May-24 | Council Meeting | Commencing at 6.00pm |
| JUNE 2024 | | |
| 25-June-24 | Council Meeting | Commencing at 6.00pm |
| JULY 2024 | | |
| 23-July-24 | Council Meeting | Commencing at 6.00pm |
| 30-July-24 | No Meetings | 5th Tuesday |
| AUGUST 2024 | | |
| 27-Aug-24 | Council Meeting | Commencing at 6.00pm |

** Note: Councillor Briefings and Workshops will be programmed as required and will commence at a time allocated by the Chief Executive Officer*

7 RESPONSE TO RESOLUTION: DOG OFF LEASH AREAS IN RYDE

Report prepared by: Open Space Planner

File No.: GRP/23/12 - BP23/378

REPORT SUMMARY

This report responds to Council's resolution of 13 December 2022 requesting a further report investigating the creation of an additional 6 dog off leash areas within the City.

The City of Ryde currently has 17 off-leash facilities, thirteen (13) of which precede or date from the 2010 *Study on the Provision of Recreation Areas for Dogs in the City of Ryde* and four (4) from the 2020 *City of Ryde Dog Recreation Needs Study*.

A further four (4) sites are currently under a 12-month trial, following June 2022 and December 2022 resolutions of Council, and another (Moore Park) is a proposed enclosed facility with delivery subject to funding being identified through the annual business planning process to deliver the required infrastructure.

Six Additional Dog Off-leash Sites have been identified through the preparation of a report that analysed the distribution of dog off leash locations throughout the LGA and is provided in **ATTACHMENT 1**. These locations are an update to the 2020 and 2022 studies and recommends options for improving equitable access to off-leash opportunities across the City via providing additional, suitably located sites.

The analysis found that:

- The on-going provision of dog off-leash facilities is justified by their demonstrated social and health benefits,
- There is a growing number of dogs and dog owners in the City,
- Despite the recent additions to the portfolio of off-leash sites, some areas of the City (comprising 16% of residences) are not adequately serviced by the City's existing off-leash facilities, and
- The addition of the 4 sites currently being trialed, Moore Park when delivered and the six (6) additional sites proposed in this report will place nearly 93% of City residences within a 20-minute walk of at least one facility.

The report concluded that trialing an additional six (6) off-leash areas within the City will significantly improve the accessible of dog off leash spaces for the community. The proposed trial areas are as follows:

2023/24:

- Eastwood Park, excluding Eastwood Upper,
- Pioneer Park, and
- Waterloo Park – North.

ITEM 7 (continued)

2024/25:

- Granny Smith Memorial Park,
- Banjo Patterson Park, excluding weekends and public holidays, and
- Lardelli Park.

It is recommended that the trials will be undertaken for a period of 12 months and funds be identified through the budgetary process, for the trials to occur in 2023/24 and 2024/25 years. The outcomes of the 12-month trial will be reported back to Council including recommendations on how the sites should be managed on an ongoing basis.

In conclusion, the study's recommendations for additional off-leash sites have the potential to enhance Council's dog off-leash service in multiple ways, including:

- Improved distribution and accessibility of facilities,
- More efficient use of open space, and
- Higher quality experiences for dogs and their owners.

RECOMMENDATION:

- (a) That **ATTACHMENT 1** "Six Additional Dog Off-leash Sites Study" be endorsed and Council implement the proposed trial sites for 12 months – three in 2023-24 and three in 2024-25 as outlined in this report.
- (b) That a report be brought back to Council at the completion of the 12-month trials outlining the community feedback received.
- (c) That Council allocate funding of \$13,850 in 2023/24 which will be reflected in a future Quarter Budget Review and \$13,850 to be provided in the Draft Budget 2024/25 for the purpose of conducting trials at three sites in each of the respective years.

ATTACHMENTS

- 1 Six Additional Dog Off-Leash Sites

Report Prepared By:

Rob Parsonson
Open Space Planner

Report Approved By:

Michael Longworth
Senior Coordinator - Parks Planning**Simon James**
Executive Officer - City Spaces**Michael Galderisi**
General Manager - City Shaping

ITEM 7 (continued)

Background

The City of Ryde currently has 17 off-leash facilities, thirteen (13) of which precede or date from the 2010 *Study on the Provision of Recreation Areas for Dogs in the City of Ryde* and four (4) from the 2020 *City of Ryde Dog Recreation Needs Study*.

Four additional sites - Charity Creek Cascades, Warrawong Reserve, Brereton Park and Fontenoy Park - are currently under trial. Community demand for off-leash facilities continues to increase as population and dog ownership grows.

Accordingly, when Council resolved at its Meeting of 13 December 2022 to adopt the Warrawong Reserve, Brereton Park and Fontenoy Park trial sites, it also resolved:

- (c) *That a further report be brought to Council before June 2023, recommending an additional 3 sites for off-leash trial in Financial Year 2023/24 and a further 3 sites for implementation in FY 2024/25.*

Purpose of this report

The purpose of this report is to identify and review six (6) new sites for trialing over the 2023/24 and 2024/25 financial years as off-leash areas and to determine their suitability and adequacy within the context of the existing facilities across the City.

Methodology and Approach

The review of potential additional off-leash site options is predicated on enhancing the optimal supply of dog recreation areas (i.e. type of facilities x number x hierarchy x distribution and catchment area) across the City.

Accordingly, it is based on the findings of the 2020 *Dog Recreation Needs Study* and the 2022 *Additional Dog Off-leash Sites Study* (with respect to benefits of dog off-leash facilities, best practice in dog off-leash area planning, design and management, benchmarking against Sydney North District Councils, and stakeholder and community engagement outcomes).

This report updates the 2020 and 2022 *Dog Studies* with respect to:

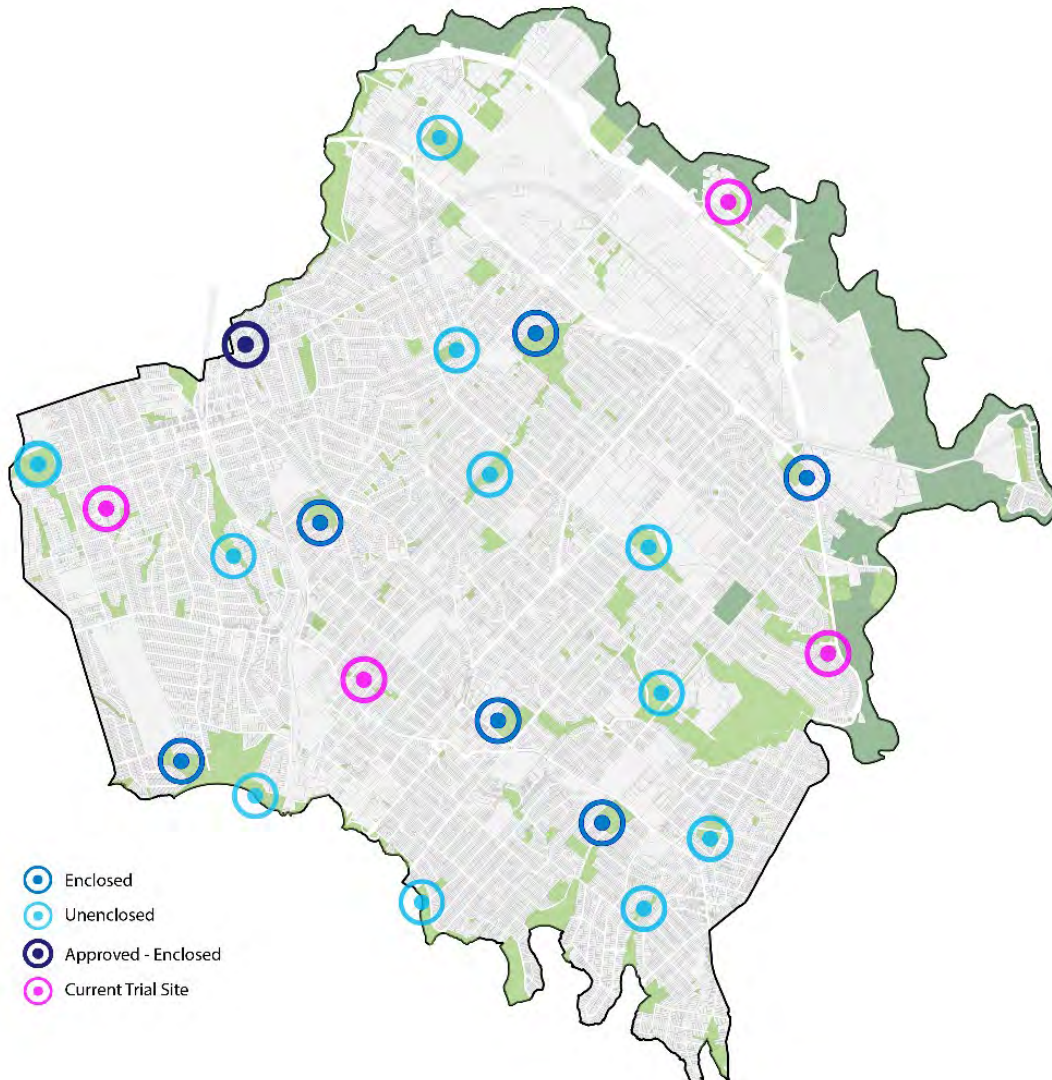
- Current and approved dog off-leash facilities in the City,
- The distribution of current and approved dog off-leash facilities in the City, and
- Options for improving off-leash distribution.

Current and approved off-leash facilities

The City currently has 17 developed off-leash areas (including 6 fully enclosed, 1 partially enclosed and 10 unenclosed areas), 1 approved undelivered site at Moore Park and 4 trial sites (at Charity Creek Cascades; Warrawong Reserve; Brereton Park and Fontenoy Park – as illustrated at Fig. 2).

ITEM 7 (continued)

Fig 1: Off-leash facilities in City of Ryde



Distribution of current/approved off-leash facilities

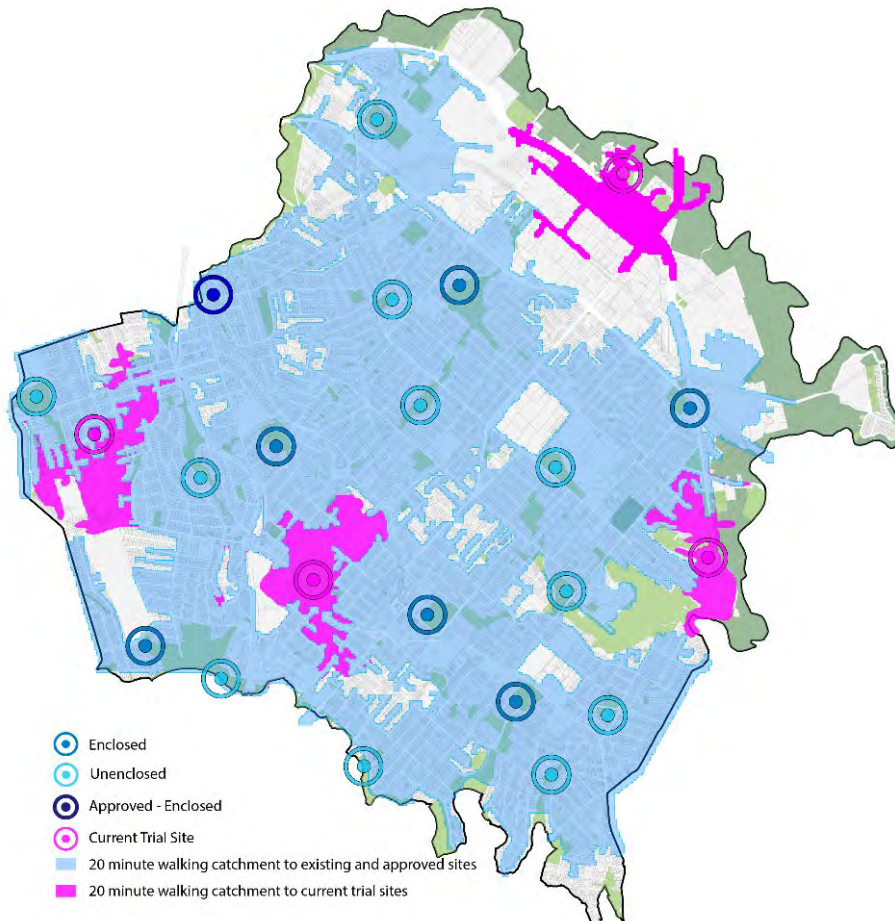
The recent 2021 addition of 5 new off-leash areas – with another 4 currently being trialed – improves the distribution of facilities across the City, with most residences now being within a 20-minute walk catchment, as illustrated in Fig 3. This shows 20-minute walkability for adopted sites in light blue and for trial sites in magenta.

The collective 20-minute walking catchments for the 18 adopted and 4 trial off-leash areas service 77% of the land area of the City (i.e. 29.1kms² of a total 38kms²).

The majority of precincts within the City are well provided for, with the main remaining service gaps being in Gladesville, Marsfield, Macquarie Park, East Ryde, Chatswood West, parts of West Ryde and Eastwood.

ITEM 7 (continued)

Fig. 2: 20-minute walk catchment – Existing and trial off-leash areas



Improving Service Coverage & Diversity – Potential New Sites

Based on the catchment area gaps illustrated in the walkability map analysis, six (6) prospective sites with potential to provide ‘walkable’ off-leash facilities in areas not as well serviced, were identified for further mapping analysis.

The sites are as follows:

| Precinct | Site options | Potential facility type |
|-------------|----------------------------|---|
| Eastwood | Eastwood Park | Eastwood Upper: On leash at all times Eastwood Lower: Shared-use sportsground Remainder of park: Free running |
| | Granny Smith Memorial Park | Free running |
| Marsfield | Pioneer Park | Shared-use sportsground |
| | Waterloo Park - North | Free running |
| Gladesville | Banjo Patterson Park | Free running (excluding weekend and public holidays) |
| Putney | Lardelli Park | Free running |

* Note that irrespective of the facility type, owners must comply with their legislative responsibilities including *Companions Animal Act 1998* such as dogs are prohibited within 10m of a playground.

ITEM 7 (continued)

Mapping tools have been used to assess and compare the options for their potential to expand the effective coverage of the off-leash service in terms of size of the additional serviced area (m²) and the number of additional residences within the maximum 20-minute walking catchment.

The analysis identified that the proposed sites have the potential to substantially increase the City's 'walkable' access to dog recreation areas, as summarised below:

| Site options | Additional service area (m ²) | Additional residences (No.) |
|---------------------------------------|---|-----------------------------|
| Waterloo Park - North | 367,507 | 1,135 |
| Pioneer Park (Marsfield) | 347,268 | 1,154 |
| Eastwood Park (Eastwood) | 300,665 | 790 |
| Banjo Patterson Park (Gladesville) | 289,492 | 790 |
| Lardelli Park (Putney) | 218,378 | 764 |
| Granny Smith Memorial Park (Eastwood) | 145,612 | 587 |

The enhanced serviced areas range from a high of 36.7 Ha (and 1,135 additional residences) for Waterloo Park North to a low of 14.5 Ha (and 587 additional residences) for Granny Smith Memorial Park. This compares to an average increase of 102 Ha and 2,236 additional residences for the off-leash areas trialled and adopted in 2021-22 and 72.8 Ha and 1,450 additional residences for the 4 sites currently being trialed.

Improved distribution and walkability

Fig. 4 illustrates how the 20-minute walking catchments for the proposed new facilities at Eastwood Park, Granny Smith Memorial Park, Pioneer Park, Lardelli Park, Waterloo Park North and Banjo Patterson Park (in orange shade) cater to the existing under-serviced areas of the City and how they relate to the 20-minute walking catchments for the 17 existing/adopted off-leash areas (in blue).

If all 6 sites are adopted, the 20-minute walking catchment for off-leash areas will increase from 90.0 to 92.8% of the City's residential dwellings.

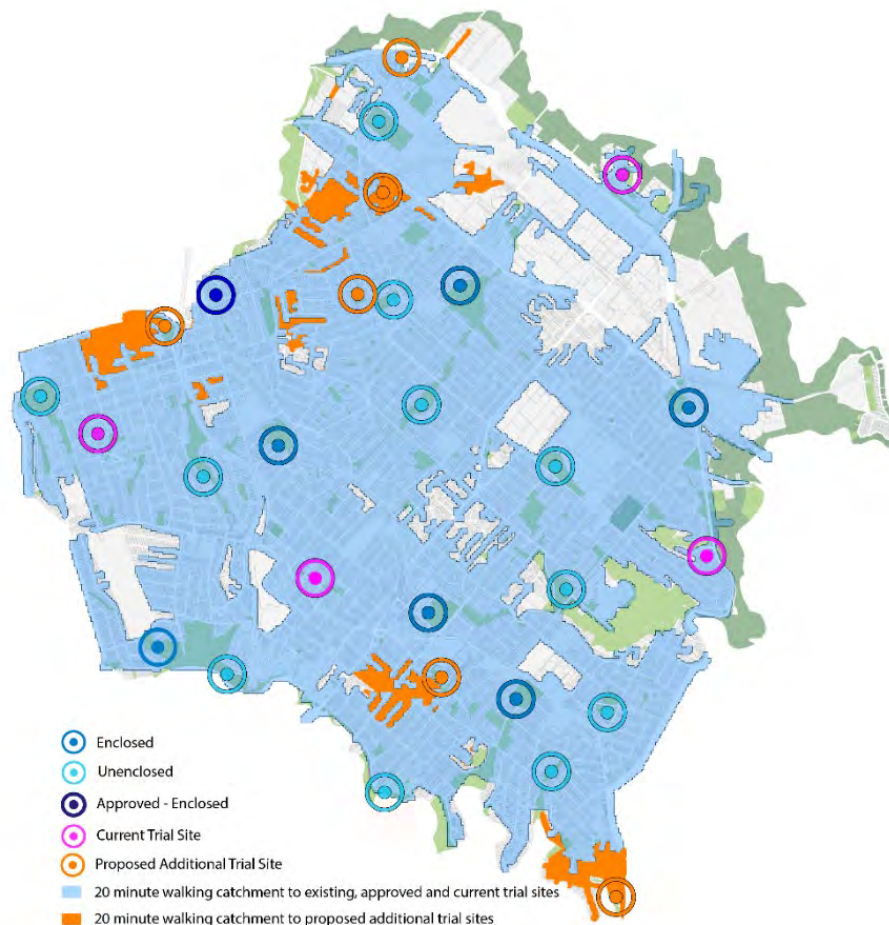
Many of these residences have better than 20-minute walking access to at least one off-leash area – with 68% having 15-minute and 35% having 10-minute walking access to at least one off-leash site.

Additionally, the City's per capita provision of off-leash areas will increase from 1:5,640 to 1:4,677 population (based on the 2022 Estimated Residential Population of 130,953), compared to the North District average of 1:6,080 population (up from 1:8,170 in 2019 due to the addition of 24 new off-leash areas across the North District since 2019).

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This compares to current provision levels in Ku-ring-gai (1:5,910) and Willoughby (1:6,284) Council's but would still be well behind Lane Cove (1:2,107), Hunters Hill (1:2,683) and Mosman (1:3,513).

Fig. 3: 20-minute walk catchment – Existing and proposed off-leash areas



Community and Stakeholder Engagement

It is recommended that the *Six Additional Dog Off-leash Sites* report be received, and Council implements the proposed 12-month trial at the sites identified in this report – with three sites trialed in 2023/24 and three in 2024/25.

At the conclusion of the 12-month trial, a report be brought back to Council outlining the community's feedback received.

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Financial Implications

Should Council resolve to accept the recommendations of this report, there is a financial impact of approximately \$13,850 in both 2023/24 and 2024/25. Funding will be provided both in a future Quarter Budget Review and in the Draft Budget 2024/25.

Cost estimates for the 12-month trial across six (6) sites are as follows:

| Stage | Item | Cost per site (\$) | Total Cost (\$) Over 2 Years |
|------------------|-------------------------------------|-----------------------|------------------------------|
| Trial set up | Flyers – printing & distribution | 600 | 3,600 |
| | A2 Signage | 150 | 900 |
| | Have Your Say set up and processing | 200 | 1,200 |
| | Bins/stand/dispenser/bags | 1-3,000 (1 to 3 bins) | 13,000 |
| | Administration | 200 | 1,200 |
| Trial operations | Waste removal/bag replacement | 1,300 | 7,800 |
| Total | | \$3,450 to 5,450 | \$27,700 |

At the conclusion of the trial, should the sites be recommended to proceed to a permanent status, any additional costs will be reported to Council.

Conclusion

This report concludes that there is a substantial case – based on service gaps and demonstrated need – in trialing Waterloo Park North, Eastwood Park (excluding upper), Pioneer Park, Granny Smith Memorial Park, Lardelli Park and Banjo Patterson Park (excluding weekend and public holidays) over 2023/24 and 2024/25. This conclusion is based on the following findings:

- Council's existing 17 constructed off-leash areas are well received and supported by the community.
- There is a growing number of dogs and dog owners in the City, resulting in additional pressures on Council's existing off leash areas.
- Some of this need will be met by the proposed new facility at Moore Park (to be built when funding permits) and may be met by the current trial sites if adopted by Council following the 12-month trials.
- Despite the recent additions to the portfolio of off-leash sites, some areas of the City (comprising 10% of residences) are not adequately serviced by the City's existing and trial sites (i.e. not within a 20-minute walk of a facility).

ITEM 7 (continued)

- The addition of the six (6) proposed facilities will place nearly 93% of City residences within a 20-minute walk of at least one facility (noting that achieving 100% would not be cost-effective as it would result in the substantial overlap of user catchments for several of the facilities).
- For those residences outside the 20-minute walking catchment, the furthest required travel distance is around a 26-minute walk (from residences at the end of Allengrove Crescent, North Ryde to walk to Blenheim Park).
- The proposed six (6) additional sites all rated well for suitability against a range of best practice criteria and are the most suitable sites in those areas not currently within 'walkable' access to at least one off-leash facility.

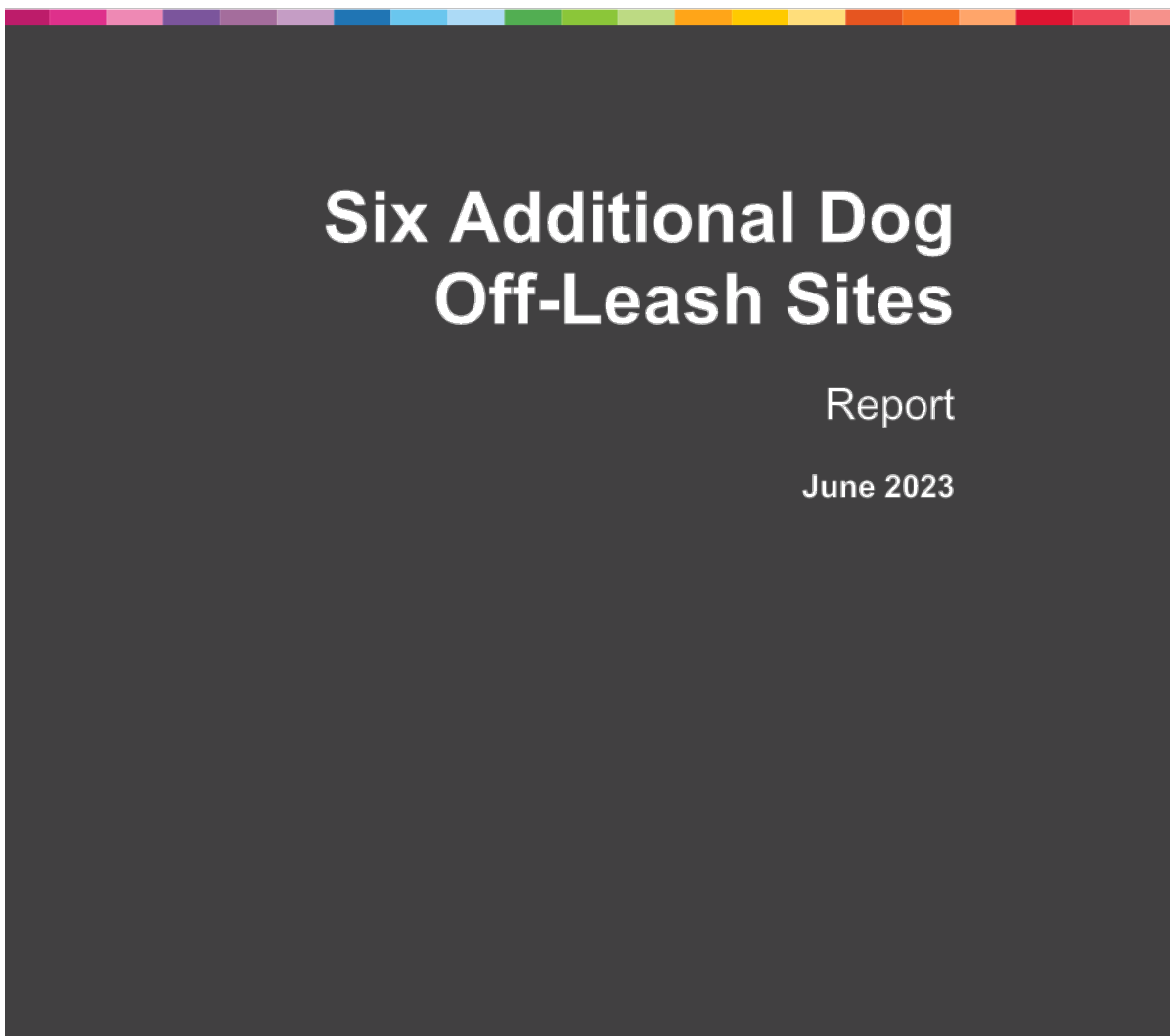
It is therefore recommended that a 12-month trial be undertaken for Waterloo Park North, Eastwood Park and Pioneer Park in 2023/24 and for Banjo Patterson Park, Lardelli Park and Granny Smith Memorial Park in 2024/25, with a report presented to Council at the conclusion of each 12-month trial outlining feedback and providing a recommendation on next steps.

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Lifestyle and opportunity @ your doorstep



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1 Introduction

1.1 Background

In 2010, the City of Ryde had two designated dog off-leash areas – at Blenheim and Meadowbank Parks¹ – but following Council resolutions (on 14 June 2011 and 29 June 2021) the following additional off-leash facilities have been adopted:

| Council resolution | Off-leash areas adopted | |
|--------------------------|-------------------------|------------------------------------|
| | Park | Type of facility |
| 14 June 2011 | ELS Hall Park and | Enclosed |
| | Denistone Park | Enclosed |
| | Olympic Park | Enclosed |
| | Ryde Park | Enclosed (established 2018) |
| | North Ryde Common | Free running |
| | Kotara Park | Free running |
| | Santa Rosa Park | Free running |
| | Peel Park | Shared-use sportsground |
| | Brush Farm Park | Shared-use sportsground |
| | Darvall Park | Shared-use sportsground |
| | Pidding Park | Shared-use sportsground |
| | 29 June 2021 | Marsfield Park |
| Monash Park | | Shared-use sportsground |
| Moore Park | | Enclosed (pending finance) |
| Memorial Park | | Enclosed (part) swimming area |
| Bennelong Park Foreshore | | Unfenced swimming area (all times) |

Additionally, following Council resolutions at its meetings of 26 June 2022 and 13 December 2022, four (4) sites are currently being trialled for 12 months, as follows:

| Council resolution | Off-leash areas under trial | |
|--------------------|-----------------------------|-------------------------|
| | Park | Type of facility |
| 26 Jun 2022 | Charity Creek Cascades | Free running |
| 13 Dec 2022 | Warrawong Reserve | Free running |
| | Brereton Park | Free running |
| | Fontenoy Park | Shared-use sportsground |

Council also resolved at its Meeting of 13 December 2022:

- (c) *That a further report be brought to Council before June 2023, recommending an additional 3 sites for off-leash trial in Financial Year 2023/24 and a further 3 sites for implementation in FY 2024/25.*

1.2 Purpose

In accordance with Council's 13 December 2022 resolution, part (c), the purpose of this project is to identify and review six (6) new off-leash trial sites (with 3 to be trialled in 2023/24 and 3 in 2024/25) and to determine their suitability and adequacy within the context of the 18 existing or adopted facilities across the City and the 4 sites currently being trialled.

¹ Meadowbank Park was a shared-use sportsground (sharing with the grass hockey field) until 2022, at which time it was moved to the east and enclosed

ITEM 7 (continued)**ATTACHMENT 1****1.3 Structure of the report**

The review of the potential additional off-leash site options is predicated on enhancing the optimal supply of such facilities (i.e. type of facilities x number x hierarchy x distribution and catchment area) across the City.

Accordingly, it is based on the findings of the 2020 *Dog Recreation Needs Study* (with respect to benefits of dog off-leash facilities, best practice in dog off-leash area planning, design and management, benchmarking against Sydney North District Councils, and stakeholder and community engagement outcomes).

This report updates the 2020 *Dog Recreation Needs Study* with respect to:

- Changes in local dog ownership metrics (numbers and distribution) since 2018,
- Current and proposed dog off-leash facilities in the City,
- The distribution of current and proposed dog off-leash facilities in the City, and
- Options for improving off-leash area distribution.

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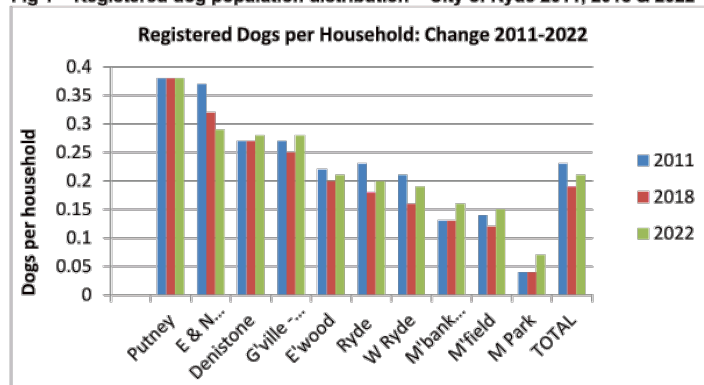
2 Changes in dog ownership 2018 -2022

City of Ryde distribution of dog ownership

Dog ownership is not distributed evenly across the City. It is significantly higher in lower density areas – particularly Putney, East Ryde, North Ryde, Chatswood West and Denistone, where 'separate houses' account for at least 75% of all dwellings - as illustrated in Fig 1.

Fig 1 also shows how ownership rates declined between 2011 and 2018 – particularly in areas that have undergone significant densification (i.e. North Ryde, Top Ryde, West Ryde and Marsfield – but have risen significantly in the last few years, due to the impacts of Covid (i.e. lockdown loneliness) and greater acceptance of dogs in medium/high density dwellings.

Fig 1 – Registered dog population distribution – City of Ryde 2011, 2018 & 2022



3 Existing and trial off-leash facilities

The City currently has 17 developed off-leash areas (including 6 fully enclosed, 1 partially enclosed and 10 unenclosed areas), 1 approved undeveloped site at Moore Park and 4 trial sites (at Charity Creek Cascades; Warrawong Reserve; Brereton Park and Fontenoy Park – as illustrated at Fig. 2.

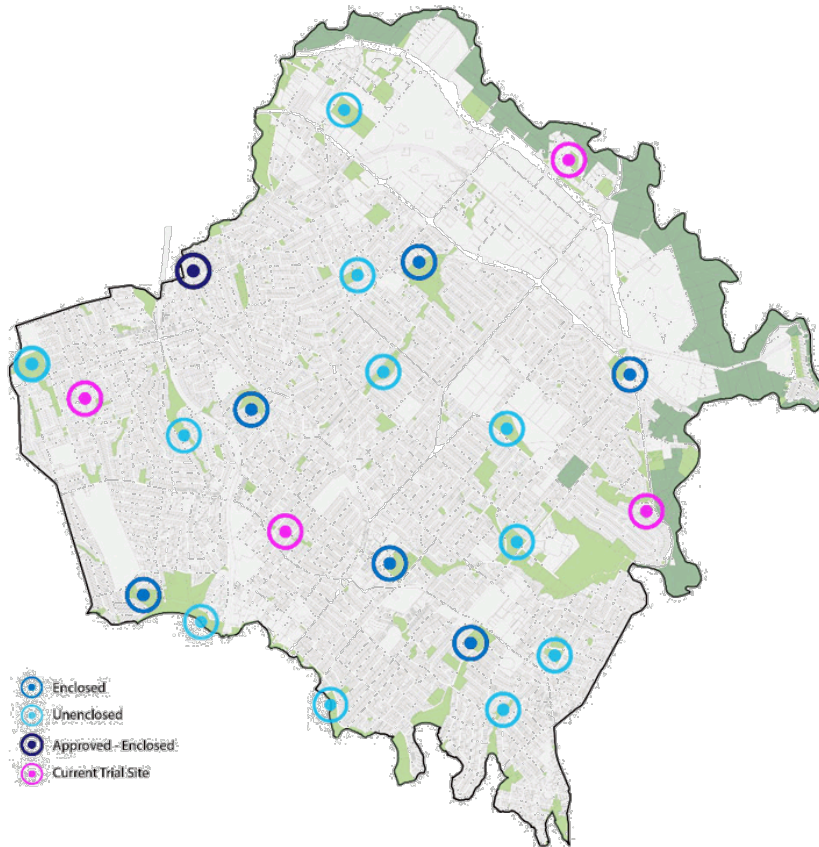


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Fig 2: Off-leash facilities in City of Ryde



The 7 enclosed facilities (existing and proposed) and 7 of the unenclosed off leash areas are available at all times, while the other 8 are available on a time-share basis with sports use of grounds – as detailed at Table 2.

Table 2 – Existing and proposed off-leash facilities in City of Ryde

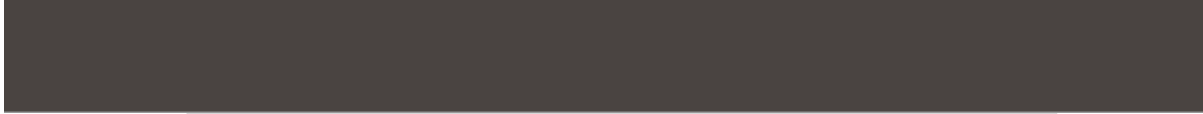
| Facility type | Sub-type | Facilities | Suburb | Year estab |
|--------------------------------|-----------------------------|-----------------|-------------|------------|
| Enclosed free running dog park | Fully enclosed ² | Blenheim Park | North Ryde | 2006 |
| | | Denistone Park | Denistone | 2018 |
| | | ELS Hall Park | North Ryde | 2014 |
| | | Ryde Park | Ryde | 2017 |
| | | Meadowbank Park | Meadowbank | 2006 |
| | | Olympic Park | Gladesville | 2017 |
| | Partially enclosed | Memorial Park | Meadowbank | 2022 |
| Approved fully enclosed | Moore Park | Eastwood | TBD | |

² Meadowbank Park and Olympic Park sites were fully enclosed in 2022



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| Facility type | Sub-type | Facilities | Suburb | Year estab |
|--------------------------------------|-------------------------------|----------------------------|----------------|-------------|
| Unenclosed free running shared space | Designated parks - all times | North Ryde Common | North Ryde | 2011 |
| | | Kotara Park | Marsfield | 2011 |
| | | Santa Rosa Park | Ryde | 2011 |
| | | Bennelong Park (Foreshore) | Putney | 2021 |
| | | Charity Creek Cascades | West Ryde | Under trial |
| | | Warrawong Reserve | Eastwood | Under trial |
| | | Brereton Park | East Ryde | Under trial |
| | Designated parks - time share | Peel Park | Gladesville | 2011 |
| | | Brush Farm Park | Eastwood | 2011 |
| | | Darvall Park | West Ryde | 2011 |
| | | Pidding Park | Ryde | 2011 |
| | | Monash Park | Gladesville | 2021 |
| | | Marsfield Park | Marsfield | 2021 |
| | | Fontenoy Park | Macquarie Park | Under trial |



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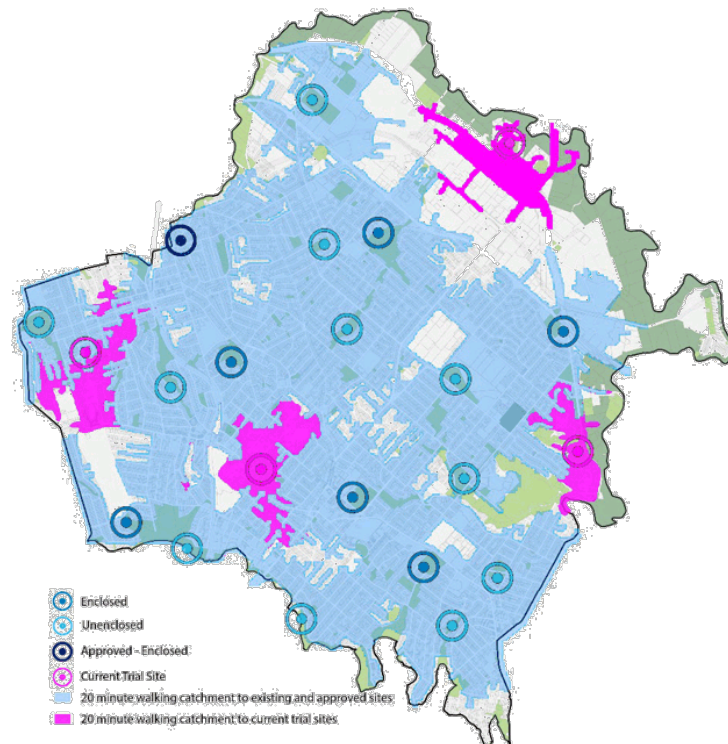
ATTACHMENT 1

4 Catchment areas of existing and approved off-leash facilities in the City

The recent 2021 addition of 5 new off-leash areas – with another 4 currently being trialled – improves the distribution of facilities across the City, with most residences now being within a 20-minute walk catchment, as illustrated in Fig 3. This shows 20-minute walkability for adopted sites in light blue and for trial sites in magenta.³

The collective 20-minute walking catchments for the 18 adopted and 4 trial off-leash areas service 77% of the land area of the LGA (i.e. 29.1kms² of a total 38kms²).

Fig. 3: 20-minute walk catchment – Existing off-leash areas



As also illustrated in Fig 3, the majority of precincts within the LGA are well provided for, with the main remaining service gaps being in Gladesville, Marsfield, Macquarie Park, East Ryde, Chatswood West, parts of West Ryde and Eastwood.

East Ryde and Chatswood West, for example, have one of the highest concentrations of dog ownership (with one dog for every 3.5 households) but some streets within these areas are beyond the 20-minute catchment of existing off-leash sites.

While Macquarie Park has the lowest concentration of dog ownership (with one dog for every 14 households) the rate is growing rapidly (up from one dog per 23 households in 2018) but there are no off-leash areas within its boundaries.

³The assessment was based on the widely accepted provision standard of providing off-leash areas within a 20-minute walk (which translates to an approximate 1.5 km travel distance). The walkability software used in the analysis calibrates for major walking access barriers (i.e. rail, major road, drainage channel, industrial zone).

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5 Planning for new off-leash facilities

5.1 Introduction

Planning for new off-leash facilities requires a focus both on the network of facilities and the site selection process for individual components (i.e. specific sites) of that network. The process also needs to be guided by clear planning principles. These aspects are summarised in the following sub-sections.

5.2 Core planning principles

It is essential that the planning of proposed new (and existing) off-leash areas be guided by principles that ensure the following desired outcomes:

- Recognising the legitimacy of dogs and their owners,
- Sound understanding of needs,
- Equitable access, and
- Integration with other park and surrounding functions and values.

5.3 Network planning and design

There are two required levels of assessment in off-leash network planning and design, as follows:

- The desired types and quantities of dog off-leash areas, and
- The optimal distribution of these facilities, in terms of hierarchy and equitable access for all dog owners.

Current best practice in these two aspects of off-leash network planning is detailed in the 2020 *Dog Recreation Needs Study*.

5.4 Site selection criteria

The site selection criteria are the same as those used in the 2020 *Dog Recreation Needs Study – Technical Report* and the November 2022 *Additional Dog Off-leash Sites* report. They are based on off-leash facility planning best practice. And include the following criteria:

- Travel (walking) distance to off-leash area
- Dog populations
- Park activation/passive surveillance
- Accessibility
- Economic sustainability
- Community support
- Social impacts
- Park size
- Park boundaries
- Host-park natural features
- Environmental sustainability

ITEM 7 (continued)

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6 Potential new off-leash sites

6.1 Under-serviced areas of the City

Site identification

Based on the catchment area gaps illustrated in the walkability map analysis (Section 4, above), six (6) prospective sites with potential to provide 'walkable' off-leash facilities in areas not as well serviced, were identified for further mapping analysis.

The sites are as follows:

Table 4 – Potential sites for additional off-leash facilities

| Service gap precinct | Site options | Potential facility type |
|----------------------|----------------------------|--|
| Eastwood | Eastwood Park | Eastwood Upper: On leash at all times due to turf wicket. Eastwood Lower: Shared-use sportsground |
| | Granny Smith Memorial Park | Free running |
| Marsfield | Pioneer Park | Shared-use sportsground |
| | Waterloo Park - North | Free running |
| Gladesville | Banjo Patterson Park | Free running, excluding weekend and public holidays |
| Putney | Lardelli Park | Free running |

Mapping tools have been used to assess and compare the options for their potential to expand the effective coverage of the off-leash service in terms of size of the additional serviced area (m²) and the number of additional residences within the maximum 20-minute walking catchment.

The analysis identified that the proposed sites have the potential to substantially increase the City's 'walkable' access to dog recreation areas, as summarised in Table 5.

Table 5 – Enhanced off-leash service area

| Site options | Additional service area (m ²) | Additional residences (No.) |
|---------------------------------------|---|-----------------------------|
| Waterloo Park - North | 367,507 | 1,135 |
| Pioneer Park (Marsfield) | 347,268 | 1,154 |
| Eastwood Park (Eastwood) | 300,665 | 790 |
| Banjo Patterson Park (Gladesville) | 289,492 | 790 |
| Lardelli Park (Putney) | 218,378 | 764 |
| Granny Smith Memorial Park (Eastwood) | 145,612 | 587 |

The enhanced service areas range from a high of 36.7 Ha (and 1,135 additional residences) for Waterloo Park North to a low of 14.5 Ha (and 587 additional residences) for Granny Smith Memorial Park. This compares to an average increase of 102 Ha and 2,236 additional residences for the off-leash areas trialled and adopted in 2021-22 and 72.8 Ha and 1,450 additional residences for the 4 sites currently being trialled.

Site suitability assessment

Section 5.4 highlighted the best practice criteria for evaluating existing off-leash sites and selecting potential new facilities.

The criteria are based on the needs of dogs and their owners and were identified from a detailed review of off-leash facility best practice guidelines, benchmarking with other councils, and findings of the community and stakeholder engagements undertaken for the 2020 *Dog Recreation Needs Study*.

The 6 potential sites were assessed for their suitability in accordance with these criteria. The assessment ratings range from 56 to 82 (out of a potential 100), as detailed at Appendix A and summarised in Table 6. They compare favourably with the 65 to 82 range of ratings for the off-leash areas trialled and adopted in 2021-22 and the 53 to 68 range for the areas currently being trialled.

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Table 6 – Site suitability ratings – proposed off leash areas

| Precinct | Site option | Site suitability | Considerations |
|-------------|----------------------------|------------------|--|
| Eastwood | Eastwood Park | 82 | <ul style="list-style-type: none"> • Addresses service gap in Eastwood North • Good size area • Lower field is high use sports ground (+40 hrs week in winter and 10 hrs week summer) which constrains availability for off leash activities • Upper field contains a turf wicket • Reasonable increase (790) in residential dwellings serviced |
| | Granny Smith Memorial Park | 68 | <ul style="list-style-type: none"> • Addresses service gap in this part of Eastwood • Good size area • Reasonable increase (587) in residential dwellings serviced |
| Marsfield | Pioneer Park | 68 | <ul style="list-style-type: none"> • Addresses service gap in Marsfield East • Good size area • High use sports ground (circa 40 hrs week in winter and 20 hrs week summer) which constrains availability for off leash activities • Substantive increase (1,154) in residential dwellings serviced |
| | Waterloo Park - North | 66 | <ul style="list-style-type: none"> • Addresses service gap in Marsfield North • Good size area with low impacts on existing uses • Limited community awareness of the area – requires promotion/signage • Substantive increase (1,135) in residential dwellings serviced |
| Gladesville | Banjo Patterson Park | 78 | <ul style="list-style-type: none"> • Addresses service gap in the Gladesville area • Attractive, well shaded and good size area • Need to consider time of use as the site shares space with well-used pathway, picnic activities and exercise • Reasonable increase (790) in residential dwellings serviced |
| Putney | Lardelli Park | 79 | <ul style="list-style-type: none"> • Addresses service gap in northern part of Putney • Potential for both upper and lower sections to be off leash • In area with above-average dog ownership • Good legibility, passive surveillance and size • Reasonable increase (764) in residential dwellings serviced |

6.2 Summary of improved distribution and walkability

Fig. 4 illustrates how the 20-minute walking catchments for the proposed new facilities at Eastwood Park, Granny Smith Memorial Park, Pioneer Park, Lardelli Park, Waterloo Park North and Banjo Patterson Park (in orange shade) cater to the existing under-serviced areas of the LGA and how they relate to the 20-minute walking catchments for the 17 existing/adopted off-leash areas (in blue)⁴.

If all 6 sites are adopted, the 20-minute walking catchment for off-leash areas will increase from 90.0 to 92.8% of the City's residential dwellings⁵.

⁴ In order to fully reflect true accessibility, the 20-minute walking catchments have taken into account access barriers such as rail lines and busy sections of roads without safe crossings.

⁵ Based on the Census 2021 'total dwellings' estimate of 55,738 dwellings

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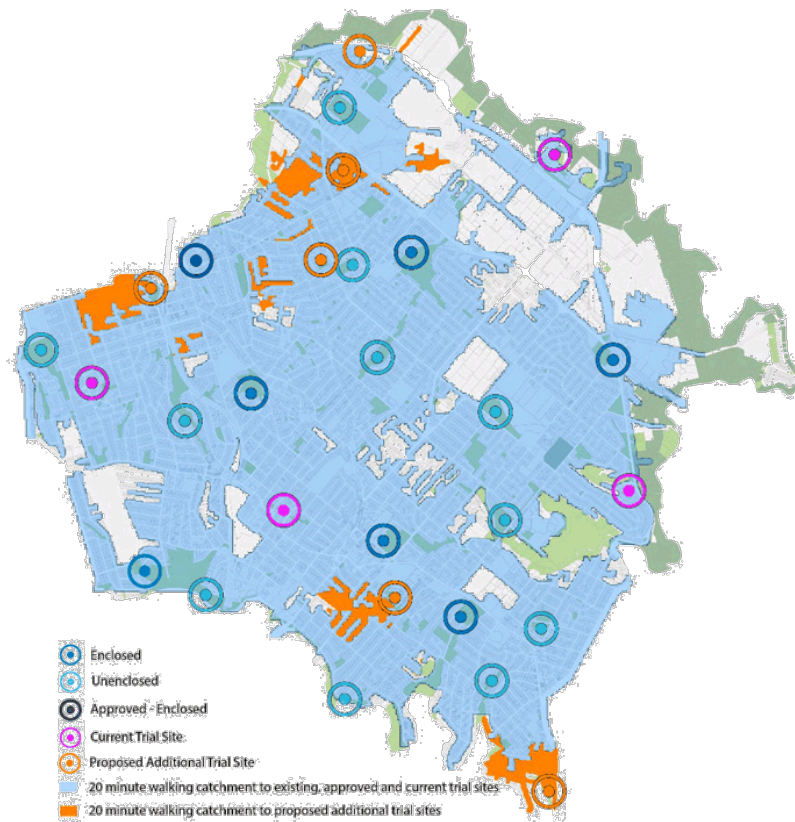


Many of these residences have better than 20-minute walking access to at least one off-leash area – with 68% having 15-minute and 35% having 10-minute walking access to at least one off-leash site.

Additionally, the City's per capita provision of off-leash areas will increase from 1:5,640 to 1:4,677 population (based on the 2022 ERP of 130,953), compared to the North District average of 1:6,080 population (up from 1:8,170 in 2019 due to the addition of 24 new off-leash areas across the North District since 2019).

This compares to current provision levels in Ku-ring-gai (1:5,910) and Willoughby (1:6,284) LGA's but would still be well behind Lane Cove (1:2,107), Hunters Hill (1:2,683) and Mosman (1:3,513).

Fig. 4: 20-minute walk catchment – Existing and proposed off-leash areas



ITEM 7 (continued)**ATTACHMENT 1****7. Conclusions & recommended new off-leash sites**

This report concludes that there is a substantial case – based on service gaps and demonstrated need – in trialling 6 additional dog off leash sites.

This conclusion is based on the following findings:

- Council's existing 17 constructed off-leash areas are well received and supported by the community.
- There is a growing number of dogs and dog owners in the LGA.
- Some of this need will be met by the proposed new facility at Moore Park (to be built when funding permits) and may be met by the current trial sites if adopted by Council following the 12-month trials.
- Despite the recent additions to the portfolio of off-leash sites, some areas of the LGA (comprising 10% of residences) are not adequately serviced by the City's existing and trial sites (i.e. not within a 20-minute walk of a facility).
- The addition of the six (6) proposed facilities will place nearly 93% of City residences within a 20-minute walk of at least one facility (noting that achieving 100% would not be cost-effective as it would result in the substantial overlap of user catchments for several of the facilities).
- For those residences outside the 20-minute walking catchment, the furthest required travel distance is around a 26-minute walk (from residences at the end of Allengrove Cr, North Ryde to walk to Blenheim Park).
- The proposed six (6) additional sites all rated well for suitability against a range of best practice criteria and are the most suitable sites in those areas not currently within 'walkable' access to at least one off-leash facility.

It is therefore recommended that a 12-month trial be undertaken for Waterloo Park North, Eastwood Park (excluding upper) and Pioneer Park in 2023/24 and for Banjo Patterson Park (excluding weekend and public holidays), Lardelli Park and Granny Smith Memorial Park in 2024/25, with a report presented to Council at the conclusion of each 12 month trial outlining feedback and providing a recommendation on next steps.

8 HARMONISING FLOOD STUDIES - PROJECT UPDATE

Report prepared by: Senior Coordinator - Infrastructure Services
File No.: GRP/23/11 - BP23/397

REPORT SUMMARY

This report has been prepared to provide a summary of the draft flood study report (**ATTACHMENT 1**) which was prepared as part of the Harmonising flood studies project and provide an update on the next steps involved.

Council commissioned WMAwater in May 2021 to conduct a flood harmonisation study across all 14 catchments within the Ryde Local Government Area (LGA). This study aimed to update the existing Flood Studies (FS) and Floodplain Risk Management Studies and Plans (FRMS&P) for each catchment. Notably, this project incorporates significant advancements in computer technology and flood study techniques. Furthermore, the study aligns with the updated Australian Rainfall and Runoff 2019 (ARR19) guidelines, which introduce revised procedures for design flood estimation and changes to current practices. By harmonising the studies, a consistent and reliable data source will be established to effectively manage flood risks associated with development in the Ryde LGA.

Previous flood studies conducted in different years were outdated and do not represent the current conditions due to significant development and changes in guidelines. Therefore, the study utilised updated Australian Rainfall and Runoff 2019 (ARR19) methods and data, incorporating updated rainfall intensity data and advancements in temporal patterns, losses, and areal reduction factors.

Design flood modelling was conducted to assess potential flooding scenarios, simulating various events from 50% Annual Exceedance Probability (AEP) to the Probable Maximum Flood (PMF). The resulting flood maps highlighted areas of concern, ranging from shallow overland flow in minor events to increased depths and broader inundation in more significant events. Hazard categories and flood risk precincts were defined based on flood planning controls and the probability of flood damage.

The Flood Planning Area (FPA) assessment was updated using the updated ARR19 model results, identifying areas at risk of flooding, and determining the application of flood-related development controls. Lot-based assessment techniques were used to determine the FPA extents, considering flood mechanisms, freeboard requirements, and flood affectation severity for each lot.

The study identified individual lots falling under Clause 7A (1) and Clause 7A (2) of the Regulation, representing flood risks up to the 1% AEP and up to the PMF, respectively. These identified lots will be subject to flood notification under Section 10.7. Comparing flood-tagged lots with previous studies, there is an overall reduction of 2.7% in the number of flood-affected lots within the Ryde LGA.

ITEM 8 (continued)

Council plans to undertake a comprehensive community consultation process. This will include a 28-day public exhibition of the draft report, allowing community members to examine the findings and make submissions. Additionally, information sessions will be organised both in person and online, providing property owners an opportunity to seek clarification, ask questions, and understand the impact on their properties. Council representatives will be present during these sessions to actively engage with impacted property owners.

Following the finalisation of the draft flood study, a Floodplain Risk Management Study and Plan will be prepared. This study will assess a range of flood risk mitigation options, covering the broad categories of flood modification, property modification and response modification. These options will be subject to a multi-criteria analysis to determine a priority list of options. This prioritised list will form the plan that will guide Council as to the future investigation and implementation of flood risk mitigation measures.

RECOMMENDATION:

- (a) That Council endorse the Draft Flood Study as **ATTACHED** to be placed on public exhibition for a period of 28 days and allow submissions to be received.
- (b) That at the conclusion of the public exhibition period, should no submissions be received, the Draft Flood Study be adopted by Council as final.
- (c) That should any relevant submissions be received during the public exhibition period, a further report shall be presented to Council summarising these submissions.

ATTACHMENTS

- 1 Draft Flood Study - City of Ryde - CIRCULATED UNDER SEPARATE COVER
- 2 Planning Circular PS 21-006

Report Prepared By:

Chaitanya Tadikonda
Senior Coordinator - Infrastructure Services

Report Approved By:

Meroeh Suesser
Manager - Engineering and Project Delivery

Charles Mahfoud
Executive Manager - City Infrastructure

ITEM 8 (continued)**Discussion**

WMAwater was commissioned by the City of Ryde in May 2021 to undertake a flood harmonisation study across all 14 catchments within the Ryde Local Government Area (LGA). The study includes a comprehensive update to the four Flood Studies (FS) and Floodplain Risk Management Study and Plans (FRMS&P) for each catchment across the LGA. This report documents the updated Flood Study component of the study.

Council has undertaken several studies on overland flow and localised flooding of the Eastwood and Terry's Creek Catchment, Macquarie Park Catchment, the Buffalo and Kittys Creek Catchments and the Parramatta River Ryde Sub catchments in the past. They were undertaken in different years and some of the studies are over 10 years old. Much of the City was developed by the 1980s, while over the last decade, rapid residential development along with a growing population has occurred especially in the vicinity of the Macquarie Shopping Centre, Macquarie Park, North Ryde and in Meadowbank towards Shepherds Bay. Several major drainage improvement projects have been completed to alleviate the historical flooding problems. The previous flood studies became inadequate to represent the current conditions. There is a need to review and update the existing studies.

In addition, the previous flood studies followed Australian Rainfall and Runoff 1987 guidelines (ARR87, Reference 1). These guidelines were updated in a major draft revision in 2016, which was finalised in 2019 (ARR19, Reference 2). With an additional 30 years of data and improvements in computing technology, ARR19 presents a significant update to design flood estimation methods. These updates include the following:

- Rainfall Intensity-Frequency-Duration (IFD) Data
- Rainfall Temporal Patterns
- Rainfall Losses
- Areal Reduction Factors

The update to the Flood Study includes the use of the revised ARR19 methods and data, more recent terrain and built form survey, and current best practice modelling techniques.

Flood Modelling Results

Design flood modelling was conducted to assess the potential flooding scenarios in the City of Ryde. Various flood events, including the 50%, 20%, 10%, 5%, 2%, and 1% annual exceedance probability (AEP) events, and PMF (Probable Maximum Flood) events, were simulated and flood maps for these events were generated.

ITEM 8 (continued)

The flood maps were filtered to remove areas with shallow sheet flow or isolated patches of flooding. Only areas with significant water depth or fast-moving water were retained. Based on the results, it was observed that in the 50% AEP (Annual Exceedance Probability) event, shallow overland flow was mainly contained within gutters and drainage reserves, while minor backyard flooding occurred in some areas. In major creeks, flow typically remained within the channel, but at certain locations, floodwater spilled out into low-lying surroundings.

As the magnitude of the flood event increased (20%, 10%, 5%, 2%, 1%, and PMF), overland flow paths with greater depths became more evident. Water started flowing onto the floodplain from major natural creeks. In the PMF event, new flow paths were activated, and existing ones became wider and deeper. Overbank areas adjacent to major creeks experienced significant inundation.

The study also classified the flood hazard based on revised hazard categories. These categories provide a better understanding of the potential risks associated with flooding. The hazard categories range from H1 to H6 as per the below table.

| <i>Risk Category</i> | <i>Description</i> |
|----------------------|---|
| <i>H1</i> | No constraints, generally safe for vehicles, people and buildings; |
| <i>H2</i> | Unsafe for small vehicles; |
| <i>H3</i> | Unsafe for all vehicles, children and the elderly; |
| <i>H4</i> | Unsafe for all people and all vehicles; |
| <i>H5</i> | Unsafe for all people and all vehicles. All building types vulnerable to structural damage. Some less robust building types vulnerable to failure. Buildings require special engineering design and construction; and |
| <i>H6</i> | Unsafe for all people and all vehicles. All building types considered vulnerable to failure |

The floodplain was further categorised into hydraulic functions, including flood ways, flood storage areas, and flood fringe. The delineation of these categories was based on knowledge of the area, hydraulic modelling, and previous experience. The flood risk precincts were defined as high, medium, and low based on flood planning controls and the probability of flood damage.

Overall, the study provides valuable information about flood behaviour in the City of Ryde. It identifies areas prone to flooding, assesses flood hazards, and defines flood risk precincts. This information can be used to guide land use planning and the formulation of floodplain risk management plans.

ITEM 8 (continued)**Flood Planning Area**

The Flood Planning Area (FPA) assessment of the Ryde LGA was conducted as part of the Flood Harmonisation Study. The assessment aimed to identify areas at risk of flooding and determine the application of flood-related development controls. The previous flood study results were used as a supplementary part of this assessment. The FPA assessment was updated using the updated ARR19 model results. The background information and methodology for the assessment were documented in a separate report.

The Flood Planning Area (FPA) is the land where development controls related to flood risk are applicable. Local government has responsibilities for floodplain management and ensuring that development is in line with flood risk. The FPA identifies the area where development controls in the Local Environment Plan (LEP) and Development Control Plan (DCP) are applied. The flood risk within the LGA is assessed, and properties subject to flood-related development controls are notified through planning certificates.

Changes to legislation and planning guidelines have been made since the previous catchment studies. These changes, outlined in Planning Circular PS 21-006 (attachment 2), provide information about the updated Flood Planning Area definition and the application of development controls. The updated legislation aligns the FPA definition with the Floodplain Development Manual and allows for the application of flood-related development controls beyond the 1% AEP extent in certain situations.

Defining the FPA involves considering relevant freeboard, which is the additional height above the 1% AEP flood extent. However, the application of freeboard to determine the FPA boundary can be challenging in certain circumstances, such as steep areas of overland flow in urbanised environments. Lot-based assessment techniques are often used in urban areas to determine the FPA extents, considering flood mechanisms, freeboard requirements, and the severity of flood affectation for each lot.

Flood Tagging Methodology was used to identify flood-prone lots affected by mainstream flooding or major drainage overland flow. This methodology involved a two-step process: GIS analysis and flow path review. The GIS analysis utilised flood extent models to identify cadastral lots intersecting with the flood extents. Filtering processes were applied to remove areas of trivial affectation or local drainage. The flow path review ensured consistent outcomes along flow paths and neighbouring properties by considering local topography, hydraulic behaviour, structures, drainage infrastructure, and freeboard requirements.

ITEM 8 (continued)

The objective of flood tagging is to determine which lots are at risk of mainstream flooding or major drainage overland flow, to manage those flows and mitigate damage and risks. It distinguishes between flood-prone land and areas where local drainage can be managed through existing guidelines and controls. The flood tagging process helps identify properties subject to flood-related development controls, and the severity of flood risk determines the nature of those controls.

Comparison of Flood-Tagging Results from Previous Flood Studies

The Environmental Planning and Assessment Regulation 2021 requires flood planning matters to be specified on all planning certificates issued under Section 10.7 of the Environmental Planning and Assessment Act 1979. Clause 7A (1) of the Regulation requires planning certificates for land to have a notation if it is located within a flood planning area (FPA) and subject to flood related development controls. Clause 7A (2) requires planning certificates for land to have a notation if it is located between the FPA and the probable maximum flood (PMF).

The outcomes of the flood planning area assessment resulted in the identification of individual lots that fall under these clauses of the regulation. Clause 7A(1) represents the flood risk up to the 1% AEP, which is considered as the FPA, while Clause 7A(2) covers the flood risk up to the PMF, representing all flood-prone land. These identified lots will be subject to flood notification under Section 10.7. The below tables provide a summary of flood-tagged lots in comparison with the previous flood studies, split by ward.

| <i>Item</i> | <i>Definition</i> |
|-------------------------------|--|
| <i>CI_7A1</i> | Represents the flood risk up to the 1% AEP, which is considered as the FPA |
| <i>CI_7A2</i> | Represents the flood risk up to the PMF, representing all flood-prone land |
| <i>No change – not tagged</i> | Lot that was previously not tagged and remains not tagged |
| <i>No change – tagged</i> | Lot that was previously tagged and remains tagged |
| <i>Now untagged</i> | Lot that was previously tagged, but is now un-tagged |
| <i>Now tagged</i> | Lot that was previously un-tagged, but is now tagged |

EAST WARD

| Clause | No change - not tagged | No change - tagged | Now untagged | Now tagged |
|-------------------|-------------------------------|---------------------------|---------------------|-------------------|
| Tag CI_7A1 | 8761 | 1133 | 330 | 334 |
| Tag CI_7A2 | 7135 | 2159 | 534 | 730 |

ITEM 8 (continued)
CENTRAL WARD

| Clause | No change - not tagged | No change - tagged | Now untagged | Now tagged |
|------------|---------------------------|-----------------------|-----------------|------------|
| Tag CI_7A1 | 6181 | 1347 | 384 | 86 |
| Tag CI_7A2 | 4858 | 2298 | 617 | 225 |

WEST WARD

| Clause | No change - not tagged | No change - tagged | Now untagged | Now tagged |
|------------|---------------------------|-----------------------|-----------------|------------|
| Tag CI_7A1 | 7451 | 1477 | 526 | 75 |
| Tag CI_7A2 | 6087 | 2545 | 762 | 135 |

There is an overall reduction of 2.7% in the number of flood-affected lots within the Ryde LGA when compared to the current flood studies. The results indicated a reduction in flood extent and peak flood levels across the catchments compared to the previous studies. Specifically, there was a significant decrease in overland flooding extent in the upstream areas, with flood levels generally lower by up to 0.3 metres. Mainstream creeks experienced notable reductions of over 0.5 metres in various locations. However, a few areas exhibited a relatively high increase in peak flood level of more than 0.5 meters.

These changes in flood levels can be attributed to several factors. The update from the previous ARR87 guidelines to the current ARR19 guidelines played a significant role, including changes in design rainfall data, temporal patterns, and rainfall losses. Updates were also made to the hydraulic model schematisation, such as grid cell size reduction, improved building modelling, and the use of updated TUFLOW software. Additionally, adjustments were made to material roughness, hydraulic structures, blockage representation, and the inclusion of more accurate hydrograph data.

The TUFLOW hydraulic model was further enhanced based on catchment changes, including the use of updated LiDAR data for the underlying digital elevation model (DEM), as well as the incorporation of recent developments, building footprints, and new or upgraded hydraulic structures. These updates collectively contributed to the observed differences in flood levels between the current study and previous studies.

ITEM 8 (continued)**Community Consultation**

To ensure effective communication and understanding, Council will undertake a comprehensive community consultation process. This process will provide an opportunity for property owners to seek clarification, ask questions, and gain a clear understanding of the impact on their properties.

To facilitate this, a public exhibition will be undertaken for a period of 28 days, which will allow the community to examine the draft report and make submissions with their queries. In addition to the public exhibition, Council will organise information sessions that will be made available both in person and online. These sessions will serve as platforms where property owners can attend and actively engage with Council representatives. They will have the opportunity to query, seek clarifications, and obtain a detailed understanding of the extent to which their properties are affected by the new study. Council staff and Council's consultant who possess expertise in the subject matter will be present during these sessions to address queries and provide guidance related to property-specific concerns and planning controls.

In addition to the information sessions, the Council will ensure that timely communication is maintained with the affected property owners. This will be carried out by sending letters to the affected (untagged and tagged) property owners concurrently with the public exhibition period. These letters will not only notify them about the study's availability for public review but will also provide details regarding the scheduled information session days. The information sessions will consist of a presentation displaying the changes for the ward and how the results were obtained. Following the presentation, the session will be open for Q&A for the community to seek any necessary clarification, express concerns, and address doubts or uncertainties they may have.

Council is committed to fostering an open and transparent dialogue with the community throughout this process. By providing accessible information sessions and direct communication channels, Council aims to ensure that property owners are well-informed, have an opportunity to participate, and have their concerns addressed effectively.

Next Steps – Flood Risk Management Study and Plan

Following the finalisation of the draft flood study, the next crucial step is the development of a comprehensive Floodplain Risk Management Study and Plan (FRMSP). This plan will build upon the findings of the study and provide recommendations for effectively managing flood risk within the Ryde Local Government Area (LGA).

ITEM 8 (continued)

The FRMSP serves as a vital tool for guiding flood risk management actions. Its primary purpose is to outline a range of strategic measures and options to address the identified risks and challenges. The plan will encompass prioritised recommendations for flood risk management, enabling the Council to focus on the most critical areas of concern.

The FRMSP will undergo a public exhibition process. Once the draft plan is completed, it will be made available to the community for review and feedback. This exhibition period will provide residents, property owners, and stakeholders with an opportunity to contribute their input, ask questions, and actively participate in shaping the final version of the management plan.

Financial Implications

Adoption of the recommendation will have no financial impact as the project is being undertaken as per the approved budget for the non-capital project “Harmonising Flood Studies”.

ITEM 8 (continued)

ATTACHMENT 2



Planning circular

PLANNING SYSTEM

| | |
|-----------------|-------------------|
| Circular | PS 21-006 |
| Issued | 14 July 2021 |
| Related | Replaces PS07-003 |

Considering flooding in land use planning: guidance and statutory requirements

This circular replaces Planning Circular PS07-003 and provides information on how to consider flooding in land use planning. This circular also discusses changes to requirements for planning certificates issued under section 10.7 of the *Environmental Planning and Assessment Act 1979* and local planning direction 4.3 on flooding, which affects planning proposals.

Introduction

The NSW Government's Flood Prone Land Policy (the policy) is set out in the *Floodplain Development Manual: the management of flood liable land*, April 2005 (the manual).

The policy provides that councils are primarily responsible for managing flood risk to reduce the risk to life, property damage and other impacts in their local government areas. It also recognises that flood-prone land may be able to support some types of development.

The manual helps councils make informed decisions about managing flood risk through the development and implementation of floodplain risk management (FRM) plans through the FRM process.

Section 733 of the *Local Government Act 1993* protects councils from liability if they have followed the principles of the manual. This circular is consistent with the principles of the manual.

The manual sets out key issues relating to protecting existing and future occupants of flood-prone land that need to be considered in land use planning. These include the:

- safety of people including evacuation considerations
- management of flood risk, to reduce flood damage to public and private property and infrastructure
- management of the impacts of development, including cumulative impacts of development
- application of development controls
- management of the impacts of development on emergency services.

This circular provides advice on a package of changes regarding how land use planning considers flooding and flood-related constraints.

The package includes:

- an amendment to clause 7A of Schedule 4 to the *Environmental Planning and Assessment Regulation 2000* (the Regulation)
- a revised local planning direction regarding flooding issued under section 9.1 of the *Environmental Planning and Assessment Act 1979* (the Act)
- two local environmental plan (LEP) clauses which introduces flood related development controls
- a new guideline: *Considering Flooding in Land Use Planning (2021)*
- revoking the *Guideline on Development Controls on Low Flood Risk Areas (2007)*.

The manual and its supporting guides, the *National Best Practice Guidance Australian Institute of Disaster Resilience (AIDR) Handbook 7* and its supporting documents, the *AIDR Guideline 7.5* and *AIDR Practice Note 7.7*, all encourage the full range of flood risk to be considered in land use planning.

Understanding the constraints that flooding places on development of land can assist in identifying areas suitable for different types of development, as well as risk-appropriate controls that should apply to different types of development in LEPs. Development control plans (DCPs) may provide details of more specific controls relating to the varying constraints in different areas of the floodplain.

ITEM 8 (continued)

ATTACHMENT 2

Department of Planning, Industry and Environment – Planning Circular PS 21-006

Effective consideration of flood risk in land use planning involves developing an understanding of the full range of flood behaviour up to the Probable Maximum Flood (PMF) and considering this in management of flood risk.

Section 10.7 planning certificates— Amendment to the EP&A Regulation

The *Environmental Planning and Assessment Amendment (Flood Planning) Regulation 2021* amends Schedule 4 to the Regulation to revise the matters to be specified in a planning certificate issued under section 10.7 for land subject to flood-related development controls.

Councils will continue to be required to distinguish between land where different categories of flood-related development controls apply.

Flood-related development controls are not defined but would include any development controls relating to flooding that apply to land, that are a matter for consideration under section 4.15 of the Act.

Clause 7A(1) of Schedule 4 to the Regulation will require councils to include a notation on section 10.7 planning certificates if the land or part of the land to which the certificate relates is within the flood planning area (FPA) and subject to flood related development controls.

Clause 7A(2) of Schedule 4 to the Regulation will require councils to include a notation on section 10.7 planning certificates if the land or part of the land to which the certificate relates is between the FPA and the probable maximum flood (PMF) and subject to flood related development controls. The FPA and the PMF have the same meaning as they have in the manual.

The amendment to the Regulation will commence on **14 July 2021** to allow councils time to prepare for the new requirements when issuing section 10.7 planning certificates.

If councils do not have this information, then an 'unknown' response should be provided in the planning certificate until such time as the information is made available to councils and councils have updated its flood-related development controls.

Unmapped locations may also be subject to flood related development controls and these areas should be noted in the planning certificate.

Where known, councils should include any additional information on flooding and flood risk in the planning certificate, under section 10.7(part 5) of the Act, outlining if the land is located within the floodplain.

Local planning direction 4.3—Flooding

Planning proposals are required to be consistent with directions issued under section 9.1 of the EP&A Act. Local Planning Direction 4.3—Flooding

requires, among other matters, a planning proposal to be consistent with the principles of the manual.

The direction has been revised to remove the need to obtain exceptional circumstances to apply flood-related residential development controls above the 1% Annual Exceedance Probability (AEP) flood event. It also ensures planning proposals consider the flood risks and do not permit residential accommodation in high hazard areas and other land uses on flood prone land where the development cannot effectively evacuate.

The direction also makes provision for special flood considerations where councils have chosen to adopt the optional Special flood considerations clause in an LEP.

The revised direction will apply to planning proposals that have not been issued with a gateway determination under section 3.34(2) of EP&A Act.

Considering Flooding in Land Use Planning Guideline

The guideline supports the principles of the manual and provides advice to councils on land use planning on flood-prone land. It provides councils with greater flexibility in defining the areas to which flood-related development controls apply, with consideration of defined flood events, freeboards, low-probability/high-consequence flooding and emergency management considerations.

The manual states that a defined flood event (DFE) of 1% AEP, or a historic flood of similar scale, plus a freeboard should generally be used as the minimum level for setting residential flood planning levels (FPL). Choosing different DFEs and freeboards requires justification based on a merit assessment that is consistent with the FRM process and principles of the Floodplain Development Manual.

Special Flood Considerations apply to sensitive and hazardous development in areas between the FPA and the PMF and to land that may cause a particular risk to life and other safety considerations that require additional controls. These controls relate to the management of risk to life and the risk of hazardous industry/hazardous storage establishments to the community and the environment in the event of a flood.

Revised LEP clauses

To reflect the changes to the Regulation for flood-related development, two LEP clauses have been developed to apply to local government areas with flood prone land.

The LEP clauses relate to:

- Flood Planning
- Special Flood Considerations.

ITEM 8 (continued)

ATTACHMENT 2

Department of Planning, Industry and Environment – Planning Circular PS 21-006

Further information

The revised local planning direction is available on the department's website at www.planning.nsw.gov.au/flooding

The Regulation is available from the NSW Legislation website at www.legislation.nsw.gov.au in the 'As Made' section.

The NSW Government's Floodplain Development Manual (2005) and supporting documents are available online at

environment.nsw.gov.au/topics/water/floodplains/floodplain-manual

and

environment.nsw.gov.au/topics/water/floodplains/floodplain-guidelines

Australian Institute of Disaster Resilience (AIDR) 2017 Managing the Floodplain Handbook and supporting documents are available online at

knowledge.aidr.org.au/resources/handbook-7-managing-the-floodplain/

For more information, please contact the relevant Department of Planning, Industry and Environment regional planning team.

Office contact details are available at www.planning.nsw.gov.au/Contact-Us

Department of Planning, Industry and Environment circulars are available at: planning.nsw.gov.au/circulars

Authorised by:

Alex O'Mara

Group Deputy Secretary

Place, Design and Public Spaces

Important note: This circular does not constitute legal advice. Users are advised to seek professional advice and refer to the relevant legislation, as necessary, before taking action in relation to any matters covered by this circular.

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9 SERVICE NSW PARTNERSHIP

Report prepared by: Senior Coordinator - City Economy
File No.: URB/08/1/39 - BP23/400

REPORT SUMMARY

In 2018 the City of Ryde resolved to become a Small Business Friendly Council as well as participate in the Service NSW '*Easy to do Business*' program.

Service NSW have contacted the City of Ryde and are seeking to renew a Partnership Agreement with the City of Ryde for a *Service NSW for Business* program (a refresh of the Easy to do Business program).

City of Ryde staff are recommending Council renew the Partnership Agreement alongside the introduction of a more collaborative approach between Service NSW and Council to provide bespoke business support services across the City of Ryde.

RECOMMENDATION:

- (a) That Council delegates authority to the Chief Executive Officer to enter into a Partnership Agreement with Service NSW for their *Service NSW for Business* program; and
- (b) That if required, any necessary documents be authorised for execution under the Common Seal of Council.

ATTACHMENTS

- 1 Partnership Agreement

Report Prepared By:

Samantha Hardie
Senior Coordinator - City Economy

Report Approved By:

Daniel Hughes
Executive Officer - City Economy

Michael Galderisi
General Manager - City Shaping

ITEM 9 (continued)

History

In November 2018, the City of Ryde Council (Council) committed to being a Small Business Friendly Council and participate in the Service NSW '*Easy to do Business*' Program, which provides a concierge service to support businesses through various business activities (e.g., business planning). The Program, now known as Service NSW for Business, is free of charge to Council and the businesses that utilise the service.

Context

As at 2022, it was estimated that 133,224 people live in the City of Ryde (NSW Office of Local Government, Time Series Data 2021-22), with 13,931 businesses operating within the local government area. Both the population and business numbers have grown over the last five years, and it is expected that this growth will continue.

The Australian Bureau of Statistics reported that, as of 2021, there were 105,533 jobs within the City of Ryde. As business and residential numbers continue to grow, the number of jobs in the City of Ryde is also expected to increase.

This anticipated growth will place additional demand for small business support for new and existing businesses to service the residential and worker populations.

Discussion

Staff from Council's City Economy team have been liaising with representatives from Service NSW to explore the renewal of the Partnership Agreement. Council staff have pushed for the introduction of a more collaborative and customer-service orientated approach to providing business support services across the City of Ryde.

A Partnership Agreement between Council and Service NSW gives effect to Council's participation in the Program.

Service NSW for Business

Service NSW for Business provides free, ongoing and personalised support for every business stage. They can help businesses access government services, information and advice to support businesses to grow in the NSW economy. This service is available for all businesses across the 128 local government areas in NSW.

Local businesses, including startups, using the service can:

- Talk to a Business Concierge over the phone, in person or online - the Service NSW Business Concierge team can assist businesses to identify and understand financial support, regulations, licenses, and government services.

ITEM 9 (continued)

- Get independent advice from a Business Connect advisor, and access a range of events, webinars, and online resources - Service NSW Business Connect provides small businesses with free, tailored business advice from independent advisors in one-on-one sessions.
- Create a Business Profile to make it easier to manage government transactions and business licences.

Additionally, through working with Service NSW for Business, businesses can gain practical insights and develop business skills by attending events and accessing resources on a range of topics.

Lastly, Service NSW for Business also provides business support services for Aboriginal and Torres Strait Islander peoples, and support for women in business.

Customer-service orientated approach

As noted above, Council staff are pursuing a collaborative approach to the delivery of this service for the City of Ryde. Council staff firmly believe that a collaborative approach could enhance the City of Ryde's branding as a place where it is easy to do business – a place where business support services (irrespective of what tier of Government) reflect the local characteristics of people and place.

The proposed collaborative partnership will include:

- Frequent meetings between Service NSW for Business and Council's City Economy team to share knowledge and insights.
- Service NSW for Business developing a dashboard for the City Economy Team which communicates close to real-time data for the City of Ryde.
- Collaboration on site visits – an open invitation for case managers from Service NSW for Business to join Council's City Economy team on site visits to economic centres across the City, whereby case managers can get a better understanding of the local economy and broader economic narrative of each centre.
 - Please note, Council's City Economy Team will have commenced recurrent site visits of all economic centres, in response to a Notice of Motion by Councillor Maggio on 4 April 2023 (Notice of Motion 2 – Putney Village Businesses), which, among other items, requested staff visit economic centres to engage with local businesses.
 - These site visits will occur regardless of Service NSW participation and will be reported back to Council via a Council Information Bulletin at a future date.

ITEM 9 (continued)

- Greater collaboration on investment attraction and retention – utilising State Government data and insights to support the attraction and retention of medium to large business within Ryde, particularly within Macquarie Park.
- Exploration of opportunities for Ryde to become a pilot destination for the innovative delivery of new services for local businesses (in line with the intent of the future Innovation City Strategy being developed by the City Economy team).

Ultimately, the proposed collaborative approach will allow Council and Service NSW to facilitate the journey for businesses from inception to establishment, and support existing businesses grow, thrive or diversify as their needs change.

Benefits

Entering into the Partnership Agreement avoids duplication of services between Service NSW and Council. It also provides a one-stop-shop model for local businesses – improving the customer experience. This partnership also allows council staff to focus on undertaking strategic activities that seek to improve the City's economy.

Creating relationships with the Service NSW business case management teams will also allow for more bespoke and specialised advice, which will better serve the business community and the economic centres across the City of Ryde.

Communications

The availability of support services provided by Service NSW for Business will be communicated to the business community across several platforms. This includes, but is not limited to, an update to the relevant sections of Council's website, communications with the business chambers and face to face discussions with businesses during site visits.

Businesses who call Council seeking support will also be informed by customer service staff of the program provided by Service NSW.

Partnership Agreement

A new Partnership Agreement has been prepared by Service NSW ([Attachment A](#)), which is a standard agreement utilised by Service NSW with all participating Councils across NSW.

The intent of the Partnership Agreement is to:

- build awareness in the business community of specialist advice services available
- ensure Council staff can direct enquiries to these services, and

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- provide businesses with the skills to be better informed and researched prior to lodging any applications with council or other government agencies.

Council's legal team has reviewed the Partnership Agreement and do not oppose Council entering into the Agreement.

The Partnership Agreement is not a legally binding agreement, rather it is an acknowledgement of Service for NSW and Council's intentions to work together to support small businesses.

The Partnership Agreement outlines the roles and responsibilities of Service NSW and Council in the delivery of small business support and how each organisation will share information (Clause 4 and 5).

If this partnership no longer meets the needs of Council or Service NSW, either party can terminate the agreement by providing the other party 90 days written notice (Clause 17.1).

Council's planned Economic Concierge Service

One of the Priority Actions in Council's 2023-24 Operational Plan is the development and implementation of economic concierge services for investment attraction and retention (including an online web portal and customer service standards).

Council's City Economy team is responsible for the design and delivery of this service, which will include local business support services (e.g., upskilling for local chambers, networking events, and direct engagement via site visits) and strategic advocacy alongside new investment support services (e.g., investment tours).

The Service NSW for Business program complements and enhances Council's economic concierge services by providing specialist business support services that focus on business operations (e.g., writing a business plan, navigating commercial leases, etc.). The Program is primarily aimed at newly formed businesses, as well as businesses experiencing changes in their growth cycle (e.g., growing from a small business to a medium business).

A collaborative relationship between the City of Ryde and Service NSW will enhance the services offered by each organisation while also creating a seamless experience for businesses in the City of Ryde.

Financial Implications

There are no negative financial implications for Council entering into this partnership with Service NSW. This agreement is likely to deliver efficiencies to Council through the avoidance of duplicated work, improved resource management, and an enhanced base of knowledge.

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PARTNERSHIP AGREEMENT

Between **Service NSW** (ABN 37 552 837 401) and the **City of Ryde Council** (the '**Council**)
(the '**Parties**')

Last Updated: 27 July 2021

1. Purpose

1.1. The purpose of this Agreement is to:

- A. Provide the services of Service NSW for Business, which is a division of Service NSW with a mandate of being the one front door for businesses in NSW to access government information and services.
- B. Provide the framework within which Services will be delivered;
- C. Document the responsibilities of Service NSW and the Council on the provision of Services;
- D. Provide mechanisms to manage the relationship between the Parties;
- E. Promote a collaborative approach to working together in a timely and effective manner and to act in good faith.

This Agreement is not legally binding.

2. Background

- 1) Service NSW is a Division of the Government Service established under the Service Act. The functions of Service NSW include the exercise of customer service functions, within the meaning of the Service Act; other functions conferred by statute; and other functions relating to the delivery of Government services, as directed by the Minister responsible for Service NSW.
- 2) Section 7 of the Service Act makes provision for customer service functions to be delegated by other NSW Government agencies to the Chief Executive Officer ('CEO').
- 3) The functions of the CEO are exercised by the staff of Service NSW.
- 4) Section 8 of the Service Act enables the CEO to enter into Agreements with local government agencies for the exercise of a non-statutory customer service function of the agency; or with respect to the exercise of a customer service function delegated to the CEO.
- 5) Subsection 8(4) of the Service Act provides that an Agreement with a council, a county council or a joint organisation within the meaning of the *Local Government Act 1993* must be approved by a resolution of the council, county council or joint organisation, must be approved before it is entered into.
- 6) Service NSW partners with the Council to promote and deliver the services of Service NSW for Business to businesses across NSW.

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7) the purpose of this collaboration is to ensure awareness and access to Government services to all businesses in NSW.

8) the Services of Service NSW for Business are free for the Council and for customers.

9) The PPIP Act and the HRIP Act set out information handling principles that apply to public sector agencies (as defined in section 3 of the PPIP Act). As public sector agencies, the parties must not do anything, or engage in any practice, that contravenes a privacy principle that applies to them.

10) Section 14 of the Service Act makes provision for the disclosure and use of information, including personal information, for the purposes of the exercise of customer service functions by the CEO. Section 14 has effect despite the provisions of any other Act, including the PPIP Act and the HRIP Act.

11) Section 15 of the Service Act makes provision for the collection of personal information for the purposes of the PPIP Act and the HRIP Act, by Service NSW.

12) Section 16 of the Service Act enables an Agreement made under the Service Act, or a delegation of a customer service function by an agency to the CEO, to provide for the exercise by Service NSW of functions relating to access to information under the Government Information (Public Access) Act 2009 and functions relating to the State Records Act 1998, in connection with the functions of the council concerned. The responsibilities of Agencies under the *State Records Act 1998* include making and keeping full and accurate records of their office.

13) The Parties have agreed to enter into an Agreement under section 8 of the Service Act, incorporating the terms on this Agreement..

3. Guiding Principles

3.1. The Parties will:

- A. Work collaboratively and in good faith in a timely and effective manner, with open communication to achieve shared objectives;
- B. Facilitate a partnership relationship that promotes and achieves continuous improvement and accountability;
- C. Ensure that each of its Personnel complies with this Agreement and all applicable laws and policies relating to the Services, including the *Work Health and Safety Act 2011*;
- D. Comply with the agreed timelines for meeting obligations to ensure efficient and effective delivery of Services;
- E. Work together to identify and manage shared risks;
- F. Work together to prioritise initiatives and enhancements, particularly where there are limitations on time and resources; and
- G. Work together to respond to the media, advise Ministers, and consult each other when developing communications that impact on Services.

4. Roles and Responsibilities

4.1. Service NSW will:

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- A. Provide the Services in accordance with the terms of this Agreement, subject to any Change Request;
- B. Exercise the required standard of skill, care and diligence in its performance of the Services and ensure that its Personnel have appropriate qualifications and skills to provide the Services;
- C. Take responsibility for the management of records it creates or holds as a result of the exercise of a customer service function, where required; and
- D. Take responsibility for performing necessary maintenance of its systems and data managing the impact on customers from Service NSW system outages and working in conjunction with the Council.

4.2. The Council will:

- A. Provide Service NSW with all information, inputs, resources and subject matter expertise in a timely manner as required to enable Service NSW to provide the Services as set out in the Agreement;
- B. Take responsibility for the management of records it receives or holds following the exercise of a customer service function by Service NSW.

4.3. The Parties undertake to maintain open channels of communication by:

- A. Making available Personnel, data, reports and computer systems for the purposes of resolving customer issues;
- B. Appointing a Relationship Manager with responsibility for managing the contractual and operational aspects of the Services. The Relationship Manager may be varied.

5. Services

A. Service NSW will:

- (i) provide the relevant information and contacts to Council to ensure its local businesses are aware and can access the Service NSW for Business services
- (ii) provide a single point of contact for Council to ensure it can access Service NSW for Business services.

B. the Council will:

- (i) refer eligible customers to the Program;
- (ii) provide guidance to Service NSW staff to assist in responding to inquiries;
- (iii) inform customers and Service NSW of the outcome of relevant applications in line with privacy requirements
- (iv) provide updates on changes to local government policies, guidelines or other matters which may affect the Program;
- (v) identify local opportunities to inform customers of the program;
- (vi) provide Service NSW with feedback on the effectiveness and performance of the Program.

6. Liability

- 6.1. To the full extent permitted by law, neither Council or Service NSW will be liable to the customer for the customer's actions or responsible for any liability, loss or cost suffered directly or indirectly by the business in connection with the Service NSW for Business service.

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7. Data and Data Security

- 7.1. Each party retains ownership of its Data.
- 7.2. Except as required by law, neither party must, and must ensure that its Personnel will not:
 - A. use the Data belonging to the other party for any purpose other than the performance of its obligations under this Agreement; or
 - B. sell, commercially exploit, let for hire, assign rights in or otherwise dispose of any Data. or
 - C. Make the other party's Data available to a third party including another government agency or body, other than an approved Subcontractor, and only to the extent required under this Agreement.
- 7.3 Each party must establish and maintain safeguards against the destruction, loss or alteration of either party's Data in the possession or control of that party which are is consistent with and no less rigorous than those maintained by either party to secure its own data; and comply with all applicable laws and policies.
- 7.4 In particular, the Parties will ensure the secure transmission and storage of data, at standards no less than those recommended by Cyber Security NSW.

8. Confidential Information

- 8.1. The Parties must, in respect of any Confidential Information:
 - A. Keep the Confidential Information confidential and not disclose that information to any person without the prior written consent of the disclosing party, other than to its Personnel, professional advisors or contractors requiring access to the Confidential Information in connection with providing the Services;
 - B. Use the Confidential Information solely for the purpose of carrying out its obligations;
 - C. Not permit the Confidential Information to be reproduced except to the extent reasonably required to carry out its obligations;
 - D. Not do anything that would cause the disclosing party or its Personnel to breach their obligations under Privacy Law; and
 - E. Notify the other party as soon as possible upon becoming aware of any breach of this clause.

9. Privacy

- 9.1 Each party and its Personnel must:
 - A. Comply with Privacy Laws; and
 - B. Do all that is reasonably necessary to enable the other party to comply with Privacy Laws, including the development of documentation to demonstrate compliance with Privacy Laws, as agreed between the parties;
- 9.2. In particular, Service NSW acknowledges that:
 - A. The collection of personal or health information will take place in compliance with the Privacy Laws, as modified by section 15 of the Service Act; and

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- B. the use, disclosure, storage and retention of such information will be in accordance with the Privacy Laws, and in accordance with applicable policies.

Schedule 3 documents the respective responsibilities of Service NSW and the Council in relation to the collection, storage, use, retention and disclosure of personal information.

- 9.4 Personal and health Information collected, used, disclosed or retained between the parties will be managed and retained by the parties in accordance with the *State Records Act 1998* (NSW) and all other applicable laws, including Privacy Laws.
- 9.5 Once either of the Parties has reasonable grounds to believe there has been unauthorised access to, unauthorised disclosure of, or a loss of Personal or Health Information, dealt with in connection with this Agreement (**'Data Incident'**):
- A. The party must immediately (but in any event, no later than 72 hours of becoming aware of the Data Incident) notify the other party of that contravention together with all relevant information relating to the contravention;
 - B. Consult with the other party as to which party should have primary responsibility for investigating and dealing with the breach or possible breach;
 - C. Consider, having regard to the scope of the Data Incident and the nature of the personal or health information involved, together with any other relevant factors, whether the Data Incident is serious.
 - D. The party with primary responsibility for the breach must notify the Privacy Commissioner as soon as practicable that a serious Data Incident has occurred; and
 - E. The parties must co-operate and collaborate in relation to assessment and investigation of the Data Incident, and action required to prevent future Data Incidents.
- 9.6 If either of the Parties receives a complaint or request for an internal review of conduct in relation to a breach or alleged breach of a Privacy Law, including under section 53 of the PPIP Act, (a **'Complaint'**), the following will apply:
- A. It is the responsibility of the party that receives the Complaint to perform a preliminary investigation to determine the party responsible for the conduct;
 - B. If responsibility lies wholly with the party that received the Complaint, then that party is responsible for responding to the complaint or conducting the internal review of conduct;
 - C. If, after performing the investigation, the relevant party reasonably considers that the Complaint should be transferred to the other party, it will (after obtaining the consent of the customer) promptly transfer the Complaint and any further information obtained by the party from its preliminary investigation, to the other party, no later than 20 days after receipt of the original Complaint;
 - D. If the Complaint relates jointly to the conduct of both parties, then the party that received the Complaint will (after obtaining the consent of the Customer) notify the other party no later than 20 days after its receipt of the original Complaint and provide any further information obtained by that party from its preliminary investigation. The parties will then work together to coordinate a joint response from the parties within 60 days of receipt of the Complaint. This response may include an internal review of conduct.

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10. Intellectual Property

- 10.1 Each party will retain the Intellectual Property Rights in its Existing Material.
- 10.2 Each party agrees to grant to the other party a non-exclusive and royalty free licence to use, sublicense, adapt, or reproduce:
 - A. Their Existing Material; and
 - B. All methodologies, processes, techniques, ideas, concepts and know-how embodied in their Existing Material,
 - C. To the extent their Existing Material is required for use by the other party, solely in connection with provision of the Services.
- 10.3 Each party represents and warrants to the other party that it has all required rights and consents for its Existing Material to be used for the Services.
- 10.4 Intellectual Property Rights in all New Contract Material will vest in the Council.
- 10.5 The Council grants a perpetual, worldwide, irrevocable and royalty free licence to the Intellectual Property Rights in all New Contract Material to Service NSW for the purpose of performing the Services.
- 10.6 Subject to clauses 10.1 and 10.4, Service NSW will own all Intellectual Property Rights in the provision of the Services, including any solution and service design.

11. Performance Management and Continuous Improvement

- 11.1 Service NSW for Business does not require any provisions in relation to performance management
- 11.2 Service NSW for Business will work collaboratively with Council to ensure continuous improvement of its services to Council.
- 11.3 Any future extension of this Agreement by Service NSW with Council will specify the relevant performance management and continuous improvement provisions required.

12. Reporting

- 12.1 Service NSW for Business does not require any reporting arrangements
- 12.2 Any future arrangements that require reporting will be outlined in a Schedule to this Agreement.

13. Change Management

- 13.1 Each party will comply with the Change Management Process set out in Schedule 4.
- 13.2 The parties agree to complete a Change Request in the form set out in Schedule 4 to add to or vary the Services.

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ATTACHMENT 1

14. Governance

- 14.1 The parties agree to comply with the Governance Framework.

15. Business Continuity and Disaster Recovery

- 15.1 Each party will maintain Business Continuity and Disaster Recovery Plan arrangements to ensure that each party is able to continue to perform its obligations under this Agreement, or where performance is not possible, resume performance as soon as reasonably practicable in the event of a Disaster.

16. Dispute Resolution

- 16.1 In the event of a dispute between the parties, a party will:
- Raise the dispute with the other party's Relationship Manager and use best efforts to resolve the dispute;
 - If the dispute is not resolved within a reasonable period, the Chief Executive of the Council or their delegate will meet with the Chief Executive Officer of Service NSW (or their delegate) with a view to resolving the dispute.
 - If the dispute is not resolved under clauses 16.1(b) within a reasonable period, attempt to resolve any dispute in accordance with the Premier's Memorandum M1997-26.
- 16.2 Despite the existence of a dispute, each party must continue to perform its obligations.

17. Termination

- 17.1 Either party may terminate this Agreement in whole or in part by giving the other party 90 days written notice or as otherwise agreed.
- 17.2 On notice of termination or where Service NSW is otherwise required to cease to perform some or all of the Program, the parties will work together in good faith to finalise and agree a transition out plan to facilitate smooth and orderly transition of the relevant Program to the Council or the Council's nominated third party. Where the parties cannot agree, the dispute resolution provisions in clause 16 will apply.
- 17.3 Upon termination, each party agrees to return all Data and property belonging to the other party within 30 days of the termination date and comply with the transition out plan agreed under clause 17.2.

18. Miscellaneous

- 18.1 Entire Agreement
- This Agreement supersedes all previous Agreements, understandings, negotiations, representations and warranties and embodies the entire Agreement between the Parties about its subject matter.
- 18.2 Survival

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The following clauses survive termination or expiry of the Agreement: Clauses 4, 6, 7, 8, 9, 10, 14, 15, 16, 17, 18, 19 and any other clause which by its nature is intended to survive termination or expiry of the Agreement.

18.3 Notices

A notice under this Agreement must be in writing and delivered to the address or email address of the recipient party.

18.4 Variation

All variations to this Agreement and all consents, approvals and waivers made under this Agreement must be evidenced in writing and variations signed by both parties.

18.5 Waiver

If a party does not exercise (or delays in exercising) any of its rights, that failure or delay does not operate as a waiver of those rights.

10.6. Applicable law

The Agreement is governed by, and is to be construed in accordance with, the laws in force in NSW.

18.7 Counterparts

The Agreement may consist of a number of counterparts and if so, the counterparts taken together constitute one and the same instrument.

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19. Execution

City of Ryde Council has reviewed and accepts this Agreement

| Signed for and on behalf of City of Ryde Council by its authorised signatory | Signed for and on behalf of Service NSW by its authorised signatory |
|---|--|
| Name: | Name: |
| Title: | Title: |
| Date: | Date: |
| Signature: | Signature: |
| Witness: | Witness: |
| Signature: | Signature: |

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Schedules

Schedule 1 - Definitions

In these Partnership Agreement, except where a contrary intention appears:

Business Continuity and Disaster Recovery Plan means a business continuity and disaster recovery plan which documents the back-up and response actions each of the parties will take to continue its obligations if a Disaster occurs;

Change Request means the request for a change to the scope of Services in the form set out in Schedule 4;

Commencement Date means the date of start of this Agreement.

Confidential Information of a party means any written or oral information of a technical, business or financial nature disclosed to the other party, including its employees or agents, by the disclosing Party (whether orally or in writing) whether before or after the Commencement Date, that:

- A. is by its nature confidential; or
- B. is designated as confidential; or
- C. the other party knows or ought to know is confidential,
- D. but does not include information which:
 - a. is or becomes public knowledge other than by breach of this Agreement; or
 - b. is in the lawful possession of the Party without restriction in relation to disclosure before the date of receipt of the information; or
 - c. is required to be disclosed by Law, government policy or legal process.

Contact Centre has the meaning set out in Schedule 2;

Continuous Improvement Principles have the meaning set out in Schedule 2;

Continuous Improvement Process has the meaning set out in Schedule 2;

Data means the data of each party and all data and information relating to their operations, Personnel, assets, customers and systems in whatever form that may exist, including Confidential Information;

Disaster means an event that causes, or is likely to cause, a material adverse effect on the provision of the Services that cannot be managed within the context of normal operating procedures including interruption, destruction or other loss of operational capacity;

Existing Material means any material that is developed prior to entering into a Partnership Agreement, or developed independently of a Partnership Agreement, and includes any enhancements and modifications to its Existing Material created as part of a Partnership Agreement;

HRIP Act means the *Health Records and Information Privacy Act 2002* (NSW);

Instrument of Delegation means the instruments of delegation (including its terms and conditions) made by the Council in relation to the Delegated Functions.

Intellectual Property Rights includes patent, knowhow, copyright, moral right, design, semi-conductor, or circuit layout rights, trademark, trade, business or company names or other proprietary rights and any rights to registration of such rights, whether created before or after the Commencement Date, in Australia or elsewhere;

Middle Office has the meaning set out in Schedule 2;

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Moral Rights means the right of integrity of authorship and the right not to have authorship falsely attributed, as confined by the *Copyright Act 1968* (Cth) and the rights of similar nature anywhere in the world, whether in existence before or after the Commencement Date;

New Contract Material means new data created, other than the solution or service design;

Partnership Agreement means these terms and conditions and includes Schedules 1, 2, 3 and 4.

Personal Information has the meaning given to it in the Privacy Laws, as amended from time to time;

Personnel means the person or persons employed or otherwise contracted by either party under this Agreement, as the context requires;

PIIP Act means the *Privacy and Personal Information Protection Act 1998* (NSW);

Privacy Law means any law that applies to either or both of the parties which affect privacy or any personal information or any health information (including its collection, storage, use or processing) including:

- A. the PPIP Act; and
- B. the HRIP Act.

Program means the Easy to do Business program;

Quarterly Forecast has the meaning set out in Schedule 2;

Relationship Manager means the nominated relationship managers of either party, as set out in the Service Agreement, or as otherwise nominated by a party from time to time;

Service Act means the *Service NSW (One-stop Access to Government Services) Act 2013* (NSW);

Service Centre has the meaning set out in Schedule 2;

Service NSW Standard Operating Conditions means the standard operating conditions met by Service NSW in the usual course of its performance of the Services set out in Schedule 2;

Subcontractor means a third party to which Service NSW has subcontracted the performance or supply of any Services;

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Schedule 2

1. Service NSW Standard Operating Conditions

In addition to the Partnership Agreement this section covers the standard omnichannel service inclusions.

1.1. Service Centre

Similar services as those available at Service Centres may be offered through Mobile Service Centres. The Mobile Service Centre timetable is published regularly on the Service NSW website.

| Inclusion | Description |
|---|--|
| Concierge and digital assisted services | A Service NSW Concierge will greet and direct customers to the appropriate channel and dispense a ticket where applicable. If the transaction can be completed online, a Digital Service Representative will assist the customer to complete the transaction |
| Customer sentiment surveys | Before leaving the centre, customers will be offered the option of leaving feedback via a digital terminal |

1.2. Contact Centre

Similar services (to that of phone-based) may be offered through a web chat feature accessible via the Service NSW website.

| Inclusion | Description |
|-------------------------------|---|
| Virtual hold call back system | During high volume periods, customers will be offered the option of leaving their details with an Interactive Voice Response (IVR) auto attendant. Customers can hang up while holding their place in the queue. Their call will be returned by the next available operator |
| Inbound number | Service NSW will answer all inbound enquiries on 13 77 88 as 'Service NSW' |
| Call coding | A Customer Service Representative will record the customer's reason for calls and the outcome |
| Customer sentiment surveys | Once the call is complete, customers will be offered the option of leaving feedback via an automated IVR system |

1.3. Middle Office

| Inclusion | Description |
|-----------|-------------|
|-----------|-------------|

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| | |
|----------------|---|
| Enquiry triage | Service NSW will triage enquiries received to info@service.nsw.gov.au or via Service NSW website 'Contact Us' page and <ul style="list-style-type: none"> - Resolve these enquiries or; - Refer it to the appropriate business area at the Council |
| Enquiry coding | A Customer Service Representative will record the customer's reason for enquiring and the outcome |

1.4. Service NSW Website and Mobile App

| Inclusion | Description |
|---|---|
| Scheduled maintenance and planned outages | Service NSW will conduct regularly scheduled maintenance of the website and mobile app. 10 business days of notice will be provided regarding outages from planned and scheduled maintenance Maintenance activities with negligible impact or outage, such as enhancements to optimise for cybersecurity or performance, may occur without notification to the Council |

1.5. Service NSW for Business

Service NSW for Business provides a multi-channel service including digital, phone and face-to-face services for metro and regional businesses in NSW and develops relationships with councils and business associations to promote the offering to local businesses.

| Inclusion | Description |
|---|--|
| Relationship management | Business Customer Service staff initiate and maintain relationships with councils and business associations to promote awareness and use of the service offering by such stakeholders and their local business community. It may include, but is not limited to, information sharing, regular liaison at events and stakeholder premises and issue of surveys. |
| Scheduled Maintenance and Planned Outages | Digital products controlled by Service NSW for Business will be regularly updated, upgraded and maintained without any outages. |

1.6. Training

Service NSW will provide appropriately trained Personnel to deliver the Services.

1.7. Language

Service NSW will provide services in English and may arrange translation and interpreter services for customers from non-English speaking backgrounds if required.

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1.8. Branding

Unless otherwise set out in the Partnership Agreement, Service NSW channels are singularly branded. Marketing communication is limited to Service NSW led or co-led campaigns and programs.

1.9. Contractors and Agents

Service NSW may use contractors and agents in connection with the delivery of Services. Such agents and contractors are approved persons under Part 2 Section 12 of the Service Act.

1.10. Out of Scope Services

Any item, service or deliverable that is not specified in a Partnership Agreement is deemed to be out of scope for Service NSW.

2. Operational Framework

Service NSW operational framework outlines how operations are managed on a day-to-day basis.

| Operational Support | Description |
|---------------------------------------|---|
| Knowledge Management | Service NSW creates and maintains support material (knowledge articles) for serving customers. These will be sent to the Council for endorsement of content accuracy bi-annually |
| Complaints Management | Service NSW will record complaints and its supporting information unless resolved at the outset. Service NSW will contact the Council where assistance is required |
| Issues Management | <p>Issues relating to existing products and services should be raised via partnerships@service.nsw.gov.au or directly with the Relationship Manager</p> <p>The Relationship Manager will assess the issue and facilitate a resolution within Service NSW, providing regular updates</p> |
| Quality control framework/ compliance | <p>Service NSW has a quality control framework that governs transactional activities in line with risk assessment at the time of onboarding</p> <p>The framework includes:</p> <ul style="list-style-type: none"> - Regular review of contact centre calls, including being assessed against procedure and process used by the agent during the call - Daily quality checks of transactions undertaken by the service centre - Quarterly compliance reviews and certifications provided by all service delivery channels |

2.1. IT Operations & Support

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Service NSW runs a 24/7, 365 days a year service desk. Unplanned interruptions or degradations in quality of service should be raised to the Service NSW Service Desk on 1300 697 679 (option 2) or servicedesk@service.nsw.gov.au

Incident response times in our production environment are prioritised based upon urgency and impact, with associated response and resolution times.

| Priority Code | Service Level Target Response/Resolution Time |
|---------------|---|
| P1 - Critical | Response: Immediate response, action/update within 15 minutes Resolution: 2 hours |
| P2 - High | Response: Immediate response, action/update within 30 minutes Resolution: 4 hours |
| P3 - Medium | Response: 8 hours Target Resolution: 10 working days |
| P4 - Low | Response: Email notification of call being logged within 2 days. Response by email or phone within 2 working days Target Resolution: 20 working days |

Where vendors or other government platforms are involved, Service NSW utilises a best practice vendor governance framework for service level Agreements and for priority 1 and 2 incidents.

2.2. System and Security Maintenance

Service NSW complies with the NSW Government Cyber Security Policy and operates an information security management system that is certified against ISO 27001. These engagement Terms do not extend the certification scope to the Council's specific activities.

3. Customer Payments

Service NSW will collect payments from customers for transactions set out in the Service Agreement. Cash, cheque, money order, credit or debit card may be accepted and merchant fees plus GST will be recovered.

Service NSW will provide remittances and reconciliation files to the Council which include:

- A. Credit T+2 value for cash, cheques* and bank card payments
- B. Credit T+2 value for AMEX payments
- C. Debit any cheques dishonoured
- D. Debit any card payment chargebacks
- E. Debit any refunds processed on behalf of the Council

Cheque payments received over \$50,000 will be remitted back to the Council once the funds clear the Service NSW remitting bank account.

4. Business Continuity and Disaster Recovery

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Service NSW will maintain an Enterprise Risk Management Framework focused on managing risks to Service NSW, including mitigation of the likelihood and impact of an adverse event occurring. As a function of risk management, business continuity management will enable Service NSW to minimise disruptive risks and restore and recover its business-critical services within acceptable predefined timeframes should an adverse event or other major business disruption occur.

Recovery and timeframes may be impacted when events or disruptions are related to dependencies on partner Agencies. The Parties will agree on Recovery Point Objectives and Recovery Time Objectives and associated charges prior to designing the system and will periodically review these objectives.

All systems and technology provided by Service NSW internally and through third-party vendors, operate through multiple data centres to achieve high availability. Service NSW systems are architected, where practicable and possible, to ensure continuity of service in the event of a data centre disruption or outage.

Definitions

Recovery Point Objectives means the age of files that must be recovered from backup storage for normal operations to resume if a computer, system, or network goes down as a result of a hardware, program, or communications failure.

Recovery Time Objectives means the targeted duration of time and a service level within which a business process must be restored after a disaster (or disruption) in order to avoid unacceptable consequences associated with a break in business continuity.

5. Continuous Improvement

Service NSW regularly reviews improvement ideas from employees and customers. We will provide you with any ideas relevant to your agency for consideration.

'Continuous Improvement' refers to identifying a process, system or policy opportunities that will deliver a benefit for our people, our customers or the NSW government. These improvements may be delivered in house where possible or by engaging our partnering agencies where further input or decisions are required under policy or legislation. A Continuous Improvement:

- A. Puts the customer first
- B. Makes the customer service job easier
- C. Improves a step in a process
- D. Changes the way a task is completed so that it doesn't take as long
- E. Reduces handling time and is cost effective
- F. Allows others to benefit from best practices
- G. Allows us to do things better locally, regionally or organisation-wide
- H. Is a low-investment process change and not a policy change
- I. Improves accountability within the various stages of the process
- J. Removes steps that don't add any value to a process

Service NSW will consider several factors such as cost to implement, cost savings, customer experience, team member experience and operational efficiency in prioritising continuous improvements.

5.1. Continuous Improvement Process

The parties will identify new continuous improvement initiatives on an annual basis, with a 6-monthly check-in on ongoing continuous improvement initiatives.

When establishing a new continuous improvement initiative, the parties will classify the initiative based on

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whether it can be implemented as:

- A. part of the ongoing 'business as usual' services (cost and resourcing to be absorbed by Service NSW;
or
- B. a new project initiative (cost and resourcing to be agreed by the parties).

A prioritisation process will be agreed upon between the parties to prioritise initiatives (for Service NSW, this will be performed by the Partnerships team).

The Council may be required to effect policy, system or regulatory changes to assist in delivering the service process improvement, as agreed with Service NSW. Where a review of Council policy, system or regulatory changes is requested by Service NSW from the Council, these should be conducted within timeframes agreed between the respective Relationship Managers.

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Schedule 3 – Privacy and Data Security

(a) General

- (i) Service NSW may collect, use, disclose, store and retain personal information when exercising functions for the Council:
- (ii) Where Service NSW exercises functions for the Council, Service NSW can share information it obtains with the Council without separately requesting the customer's consent. Service NSW can also share the information it obtains with any person that the Council is authorised or required to disclose the information to in accordance with the Service Act.

(b) Access to Agency Systems

- (i) The Parties agree that Service NSW will not have access to the Council's information system.

(c) Collection of information

- (i) Service NSW may incidentally collect Personal Information via call recordings in the course of answering queries on behalf of Council or referring customers to Council. Personal Information collected may include: full name, address, contact number or email address.
- (ii) Service NSW will take reasonable steps to ensure that the Personal or Health Information it collects on behalf of the Council is, relevant, accurate, up-to-date and complete.
- (iii) Service NSW will provide a privacy collection notice to customers whenever it collects their information.
- (iv) If Service NSW collects personal information for its own internal purposes, when exercising functions for the Council, it will ensure that the privacy collection notice meets the requirements of section 10 of the *PPIP Act* in light of section 15(3) of the *Service Act*.
- (v) The notice will address each of the matters that a privacy collection notice is, by law, required to address. Service NSW will develop the content of the notice in consultation with City of Ryde Council.

(d) Internal records maintained by Service NSW

- (i) Under the *Service Act*, Service NSW is permitted to collect, maintain and use the following records for its internal administrative purposes, including for the purposes of its interactions with customers for whom functions are exercised:
 - Details of transactions between customers and Service NSW
 - The preferences of customers for transacting matters with Service NSW and City of Ryde Council and
 - Other information about customers.
- (ii) Service NSW collects, maintains and uses the following information for its internal administrative purposes:
 - Details of transactions between customers and Service NSW
 - The preferences of customers for transacting matters with Service NSW and City of Ryde Council and

ITEM 9 (continued)

ATTACHMENT 1

- Other information about customers.

(e) Use of information

- Service NSW can use information in accordance with the *Service Act*, PPIP Act and HRIP Act.
- Service NSW uses Personal Information for the purposes of assisting customers in directing queries to Council, training and quality purposes.

(f) Disclosure

- Service NSW can disclose information in accordance with the *Service Act*, PPIP Act and HRIP Act.
- Where Service NSW performs a transaction for a customer, when exercising functions for the Council, it will ask the customer for consent before sharing that information with a different agency,

(g) Retention

- Personal Information collected via call recordings is stored in Genesys. The length of data retention will be directly related to the purpose for which it was collected and retained. Data is maintained for the minimum period required. Call recordings are available for 3 months and subsequently archived. (h)

(h) Data Security

- Personal Information stored in Genesys follows a comprehensive User Access Matrix controlled by Government Technology Platforms Virtual Contact Centre Team. Role based access to the system is granted to users at the minimum level required to perform their duties and to protect against unauthorised access, use, modification or disclosure. Access vi SSO with dfsi.okta.com. The Genesys PureCloud environment is whitelisted and only users on the corporate network or VPN can access the platform. The User Access Matrix is reviewed monthly and a detailed review is conducted every 6 months. The User Access Matrix is a comprehensive document that shows details such as the time of last login, date the account was disabled, date of termination, date of extension, date of role review, name of the reviewer.

(i) Privacy Management plans

The parties agree to update and periodically review their privacy management plans or other relevant policy documents so that any person can ascertain whether Service NSW or the Council holds personal information relating to that person and if so, the nature of the information, the main purposes for which it is used and the person's entitlement to access the information, in relation to the services covered by this Agreement.

(j) Access to and amendment of Personal Information

- Service NSW agrees that it will provide any individual who requests it with access to their own personal information without excessive delay and without any expense, in relation to information it holds as a result of exercising functions for the Council.

(k) Privacy Officer

The parties have nominated a Privacy Officer who is the point of contact for dealing with complaints, applications for internal reviews, data breaches, employee education and other privacy matters.

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Privacy Officers can be contacted as follows:

Service NSW:
Privacy Officer
Service NSW
2-24 Rawson Place, Sydney NSW 2000
Phone: 13 77 88
Email: privacy@service.nsw.gov.au

[Name of Council Privacy Officer]:

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Schedule 4- Change Management

1. Change Management Process

Change is defined as any alteration to services, process, technology or product. Changes may be initiated by Service NSW or the Council. Where a change to the Services is requested by a party, set out below is the following process:

- 1.1. The party requesting the change will notify the other party's Relationship Manager as soon as possible;
- 1.2. The Relationship Managers will meet within 5 days to discuss the requested change;
- 1.3. The Relationship Managers will work collaboratively to conduct a high-level change assessment of the change, and agree and draft a Change Request, considering the following factors:
 - A. Current state and desired future state outcomes;
 - B. Impacts on customers and both parties informed by end-to-end customer journey;
 - C. Additional resource effort; potential cost and timing of implementation;
 - D. Implementation and testing requirements;
 - E. Legislation/policy that may be required;
 - F. Whether variation to the Partnership Agreement will be required; and
 - G. Continuous Improvement Principles
- 1.4. The parties will sign the Change Request, which will be incorporated into this Agreement.

Where a change relates to Service NSW's IT systems, the Council will notify Service NSW within a reasonable period to outline the proposed change and requested timeframes. Service NSW will consider the change and advise whether an increased cost to implement the change is required.

Service NSW will assess the results and implement corrective action to ensure sustainability of the change to the Services. Changes to the Services will be reported on in the monthly management meeting between Relationship Managers.

2. Change Request Template

| This Change Request is created in accordance with the Partnership Agreement | |
|---|--------|
| Date of Change Request | |
| Originator of Change Request | |
| Proposed Implementation Date | |
| Cost | <Cost> |
| Summary and scope: | |
| | |
| Service NSW responsibilities: | |
| | |

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| |
|---|
| |
| Council responsibilities: |
| |
| Change plan: |
| |
| Change impact (Including the effect on service levels): |
| |
| Assumptions and exclusions: |
| |
| List of documents forming part of this change request: |
| |
| Clauses affected by this change request: |
| |

INFORMATION REPORT

10 REPORT FOR THE INFORMATION OF COUNCIL - INVESTMENT REPORT AS AT 30 JUNE 2023

Report prepared by: Financial Controller
File No.: GRP/23/11 - BP23/387

REPORT SUMMARY

This report details Council's performance of its investment portfolio as at 30 June 2023, and compares it against key benchmarks. The report includes Council's loan liabilities.

Council's rate of return on investments for the reporting period is 3.99%, which is 0.27% above the benchmark figure of 3.72%.

Income from interest on investments is budgeted at \$6,168K and as at 30 June 2023, funds of \$7,194K have been earned.

Report Prepared By:

Sacha Thirimanne
Financial Controller

Report Approved By:

Aneesh Zahra
Chief Financial Officer

ITEM 10 (continued)

Background

Council's Responsible Accounting Officer is required to report monthly on Council's Investment Portfolio as per the Local Government (General) Regulation 2021 Section 212 and certify that the Investments are held in accordance with Council's Investment Policy and Section 625 of the *Local Government Act 1993*.

The **preservation of capital is the principal objective** of Council's Cash Investment Policy. Investments are to be placed in a manner that safeguards the investment portfolio and risk tolerances are prescribed to ensure the best financial outcome for residents.

Funds are to be invested at the most favorable interest rate available at the time, whilst having due consideration of the following parameters to mitigate risk:

- **Liquidity:** Investment terms should be sufficient to meet cash flow requirements of Council operations.
- **Legislative Compliance:** Council is guided by both the Local Government Act 1993, Local Government Regulations 2021 and to the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government.
- **Institutional Limitations:** Council is not permitted to invest in Authorised Deposit taking Institutions (ADI) that is an Australian subsidiary of a foreign bank, all ADI's Council invests with must comply to ratios monitored by Australian Prudential Regulation Authority (APRA).
- **Overall Portfolio Limits:** In order to diversify risk of Council's Investment Portfolio, maximum limits apply based on Standard & Poor (S&P) credit rating. Council is not permitted to invest in any ADI which is BBB- or less.
- **Term to Maturity:** maximum limits apply to term deposit terms that are between 1 - 3 years and greater than 3 years.

Standard & Poor (S&P) Rating Scale:

| | |
|-------------|--|
| AAA | An obligor has extremely strong capacity to meet its financial commitments |
| AA+ | An obligor has very strong capacity to meet its financial commitments. It differs from the highest rated obligors only to a small degree |
| AA | |
| AA- | |
| A+ | An obligor has strong capacity to meet its financial commitments but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligors in higher rated categories |
| A | |
| A- | |
| BBB+ | An obligor has adequate capacity to meet its financial commitments. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity for the obligor to meet its financial commitments |
| BBB | |
| BBB- | |

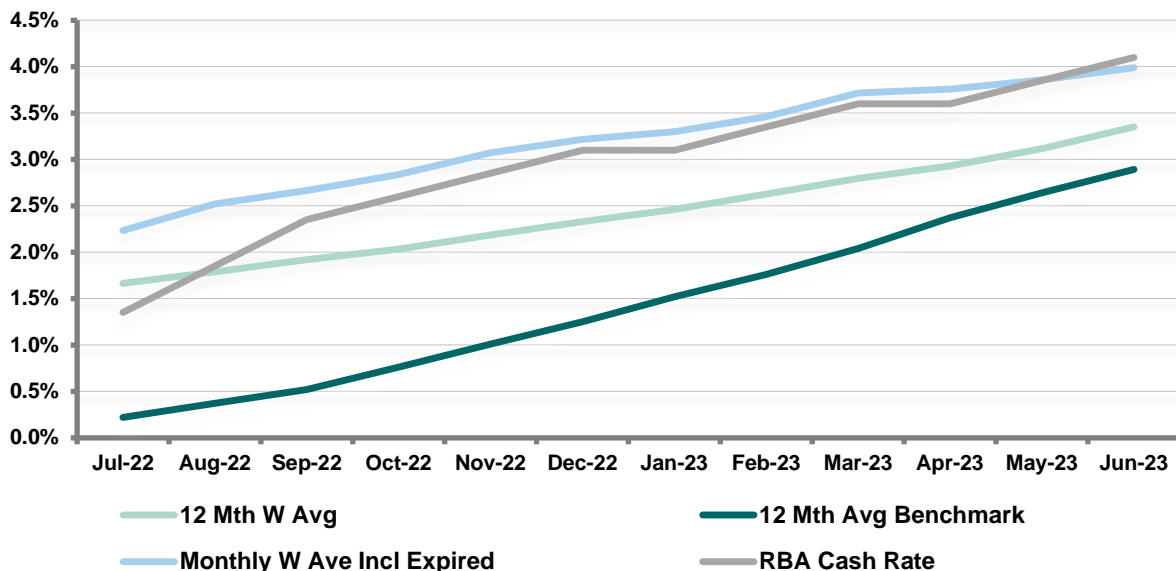
ITEM 10 (continued)

Investment Performance Commentary

Council’s performance against the benchmark for returns of its investment portfolio for June 2023 and the past 12 months are as follows:

| | June | 12 Month | FYTD |
|-----------------------|-------------|-----------------|-------------|
| Council Return | 3.99 | 3.35 | 3.35 |
| Benchmark | 3.72 | 2.89 | 2.89 |
| Variance | 0.27 | 0.46 | 0.46 |

Performance - All Investments



Council’s investment portfolio as at 30 June 2023 was as follows:

| | | |
|--------------------------|------------------|--------|
| Cash/Term Deposits | \$111.81M | 45.83% |
| Floating Rate Notes | \$56.09M | 22.99% |
| Fixed Bonds | \$76.04M | 31.17% |
| Total Investments | \$243.95M | |

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 180 days maturity) where more competitive rates are available.

Council’s income from investments continues to exceed original budgeted expectations, primarily due to Council’s cash reserves balances being higher than anticipated and higher interest rates being offered reflective of recent economic conditions.

ITEM 10 (continued)**Loan Liability**

Council's loan liability as at 30 June 2023 is \$411K, which represents the balance of two loans which were established under the Local Infrastructure Renewal Scheme (LIRS). Council receives a 3% interest subsidy payment from the OLG twice a year.

1. A \$1.5M 10 year loan drawn down 31 January 2014 at 180 day Bank Bill Swap rate (BBSW) of +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.
2. A \$1.5M 10 year loan drawn down 1 September 2014 at 4.95% for Phase 2 of the Children's Play Implementation Plan, which was approved for an LIRS subsidy in Round 3.

ITEM 10 (continued)
INVESTMENT SUMMARY AS AT 30 JUNE 2023

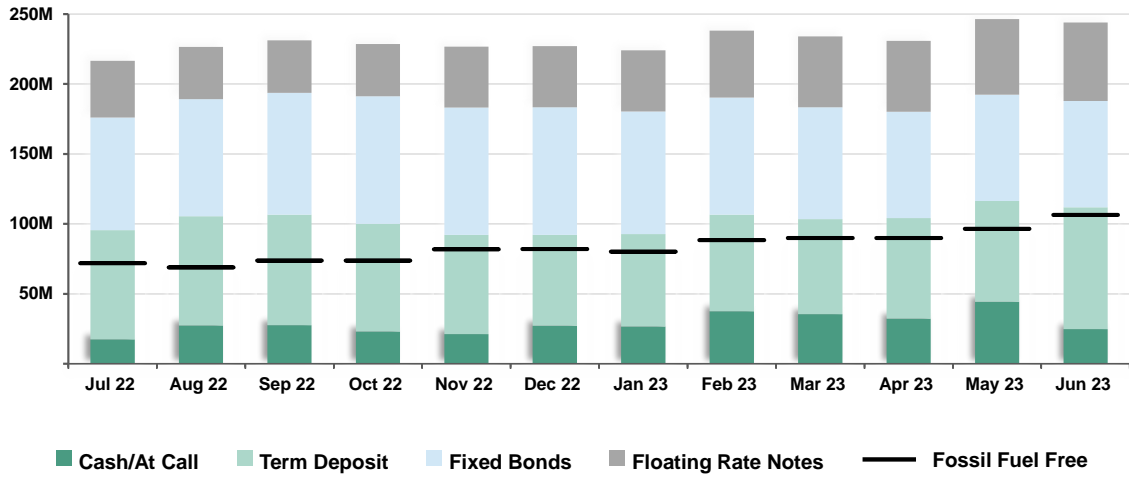
| Issuer | Investment Name | Investment Rating | Fossil Fuel Free | Invested at 30-Jun-23 \$000's | Annualised Period Return (%) | 12 Month Average Return | Return since 01 July 2022 | % of Total Invested | Maturity | Tenor |
|---|--|-------------------|------------------|-------------------------------|------------------------------|-------------------------|---------------------------|---------------------|------------|-------|
| Bank of Queensland | 1. Bank of Queensland Floating Rate Note | AAA | N | 1,200 | 5.06 | 3.96 | 3.96 | 0.49 | 14/05/2025 | 1826 |
| Bank of Queensland | 2. BoQ FRN | AAA | N | 2,000 | 5.06 | 3.96 | 3.96 | 0.82 | 14/05/2025 | 1051 |
| Bendigo and Adelaide Bank | 3. Bendigo FRN (Covered) | AAA | Y | 4,000 | 4.92 | 4.42 | 4.42 | 1.64 | 11/11/2025 | 1096 |
| Suncorp-Metway | 4. Suncorp Covered Bond | AAA | Y | 3,969 | 3.57 | 3.56 | 3.56 | 1.63 | 24/08/2026 | 1593 |
| Westpac Banking Corporation | 5. WBC Covered Bond | AAA | N | 3,195 | 3.93 | 3.92 | 3.92 | 1.31 | 20/05/2025 | 1096 |
| Australia and New Zealand Banking Group | 6. ANZ Fixed Bond | AA- | N | 3,000 | 3.14 | 3.13 | 3.13 | 1.23 | 8/02/2024 | 1826 |
| Australia and New Zealand Banking Group | 7. ANZ Fixed Bond | AA- | N | 2,000 | 1.56 | 1.56 | 1.56 | 0.82 | 29/08/2024 | 1827 |
| Australia and New Zealand Banking Group | 8. ANZ Fixed Bond | AA- | N | 1,998 | 1.67 | 1.67 | 1.67 | 0.82 | 29/08/2024 | 1805 |
| Australia and New Zealand Banking Group | 9. ANZ Fixed Bond | AA- | N | 1,999 | 1.70 | 1.70 | 1.70 | 0.82 | 16/01/2025 | 1827 |
| Australia and New Zealand Banking Group | 10. ANZ Fixed Bond | AA- | N | 2,992 | 1.80 | 1.80 | 1.80 | 1.23 | 29/08/2024 | 1612 |
| Australia and New Zealand Banking Group | 11. ANZ Fixed Bond | AA- | N | 2,000 | 4.09 | 4.09 | 4.09 | 0.82 | 12/05/2025 | 1096 |
| Australia and New Zealand Banking Group | 12. ANZ FRN | AA- | N | 1,200 | 4.88 | 4.87 | 4.87 | 0.49 | 31/03/2028 | 1827 |
| Commonwealth Bank of Australia | 13. CBA Business Online Saver | AA- | N | 24,754 | 4.17 | 3.23 | 3.23 | 10.15 | | |
| Commonwealth Bank of Australia | 14. CBA Fixed Bond | AA- | N | 3,500 | 3.27 | 3.27 | 3.27 | 1.43 | 16/08/2023 | 1826 |
| Commonwealth Bank of Australia | 15. CBA Fixed Bond | AA- | N | 3,497 | 3.23 | 3.23 | 3.23 | 1.43 | 11/01/2024 | 1826 |
| Commonwealth Bank of Australia | 16. CBA Fixed Bond | AA- | N | 2,997 | 4.29 | 4.24 | 4.24 | 1.23 | 18/08/2025 | 1096 |
| Commonwealth Bank of Australia | 17. CBA Fixed Bond | AA- | N | 3,880 | 5.39 | 5.32 | 5.32 | 1.59 | 18/08/2027 | 1756 |
| Commonwealth Bank of Australia | 18. CBA FRN | AA- | N | 2,400 | 4.88 | 4.70 | 4.70 | 0.98 | 13/01/2028 | 1826 |
| Commonwealth Bank of Australia | 19. CBA Term Deposit | AA- | N | 2,000 | 4.36 | 4.36 | 4.36 | 0.82 | 1/12/2023 | 361 |
| National Australia Bank | 20. NAB Fixed Bond | AA- | N | 2,999 | 2.95 | 2.96 | 2.96 | 1.23 | 26/02/2024 | 1826 |
| National Australia Bank | 21. NAB Fixed Bond | AA- | N | 3,494 | 2.98 | 2.96 | 2.96 | 1.43 | 25/02/2027 | 1826 |
| National Australia Bank | 22. NAB Floating Rate Note | AA- | N | 2,000 | 4.94 | 3.95 | 3.95 | 0.82 | 19/06/2024 | 1827 |
| National Australia Bank | 23. NAB FRN | AA- | N | 3,000 | 4.98 | 4.98 | 4.98 | 1.23 | 12/05/2028 | 1827 |
| National Australia Bank | 24. NAB Term Deposit | AA- | N | 4,000 | 4.52 | 4.52 | 4.52 | 1.64 | 26/10/2023 | 182 |
| National Australia Bank | 25. NAB Term Deposit | AA- | N | 4,000 | 5.00 | 2.61 | 2.61 | 1.64 | 26/02/2024 | 367 |
| National Australia Bank | 26. NAB Term Deposit | AA- | N | 2,000 | 4.95 | 4.95 | 4.95 | 0.82 | 27/09/2023 | 111 |
| National Australia Bank | 27. NAB Term Deposit | AA- | N | 3,000 | 5.03 | 5.03 | 5.03 | 1.23 | 4/10/2023 | 119 |
| National Australia Bank | 28. NAB Term Deposit | AA- | N | 4,000 | 4.52 | 2.59 | 2.59 | 1.64 | 11/01/2024 | 365 |
| National Australia Bank | 29. NAB Term Deposit | AA- | N | 4,000 | 3.35 | 3.35 | 3.35 | 1.64 | 18/09/2023 | 1827 |
| Westpac Banking Corporation | 30. Westpac Fixed Bond | AA- | N | 2,496 | 3.25 | 3.27 | 3.27 | 1.02 | 24/04/2024 | 1917 |
| Westpac Banking Corporation | 31. Westpac Fixed Bond | AA- | N | 2,598 | 2.76 | 2.76 | 2.76 | 1.06 | 17/03/2025 | 1096 |
| Westpac Banking Corporation | 32. Westpac Term Deposit | AA- | N | 4,000 | 3.93 | 3.88 | 3.88 | 1.64 | 9/08/2023 | 365 |
| Westpac Banking Corporation | 33. Westpac Term Deposit | AA- | N | 2,000 | 3.94 | 3.89 | 3.89 | 0.82 | 18/08/2023 | 365 |
| Westpac Banking Corporation | 34. Westpac Term Deposit | AA- | N | 4,000 | 1.65 | 1.65 | 1.65 | 1.64 | 16/02/2024 | 729 |
| Macquarie Bank | 35. Macquarie Bank Fixed Bond | A+ | N | 4,000 | 1.71 | 1.71 | 1.71 | 1.64 | 12/02/2025 | 1827 |
| Suncorp-Metway | 36. Suncorp-Metway Fixed Bond | A+ | Y | 3,593 | 2.58 | 2.58 | 2.58 | 1.47 | 25/01/2027 | 1826 |
| Suncorp-Metway | 37. Suncorp Fixed Bond | A+ | Y | 3,869 | 3.60 | 3.60 | 3.60 | 1.59 | 25/01/2027 | 1763 |
| Suncorp-Metway | 38. Suncorp Fixed Bond | A+ | Y | 1,375 | 5.49 | 5.48 | 5.48 | 0.56 | 25/01/2027 | 1683 |
| Suncorp-Metway | 39. Suncorp-Metway Floating Rate Note | A+ | Y | 1,200 | 4.89 | 4.04 | 4.04 | 0.49 | 24/04/2025 | 1823 |
| Suncorp-Metway | 40. Suncorp FRN | A+ | Y | 2,568 | 4.97 | 4.07 | 4.07 | 1.05 | 25/02/2027 | 1711 |
| Suncorp-Metway | 41. Suncorp FRN | A+ | Y | 2,200 | 5.32 | 4.80 | 4.80 | 0.90 | 14/12/2027 | 1826 |
| Suncorp-Metway | 42. Suncorp FRN | A+ | Y | 3,000 | 5.06 | 5.06 | 5.06 | 1.23 | 18/05/2026 | 1096 |
| Australian Unity Bank | 43. Australian Unity Bank Term Deposit | BBB+ | Y | 2,000 | 4.14 | 4.14 | 4.14 | 0.82 | 19/07/2023 | 398 |
| Australian Unity Bank | 44. Australian Unity Bank Term Deposit | BBB+ | Y | 2,000 | 4.50 | 4.50 | 4.50 | 0.82 | 1/02/2024 | 365 |
| Australian Unity Bank | 45. Australian Unity Term Deposit | BBB+ | Y | 4,000 | 5.56 | 5.56 | 5.56 | 1.64 | 16/01/2024 | 210 |
| Auswide Bank | 46. Auswide FRN | BBB+ | Y | 3,000 | 5.55 | 5.36 | 5.36 | 1.23 | 17/03/2026 | 1096 |
| B&E (T/as Bank of Us) | 47. Bank of us Term Deposit | BBB+ | Y | 2,000 | 5.11 | 5.11 | 5.11 | 0.82 | 18/10/2023 | 132 |
| B&E (T/as Bank of Us) | 48. Bank of us Term Deposit | BBB+ | Y | 2,000 | 4.30 | 3.55 | 3.55 | 0.82 | 8/08/2023 | 180 |
| Bank of Queensland | 49. ME Bank At Call Account | BBB+ | N | 50 | 1.36 | 1.11 | 1.11 | 0.02 | | |

ITEM 10 (continued)

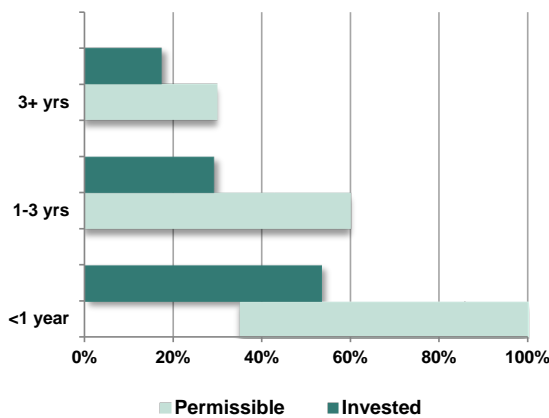
| Issuer | Investment Name | Investment Rating | Fossil Fuel Free | Invested at 30-Jun-23 \$000's | Annualised Period Return (%) | 12 Month Average Return | Return since 01 July 2022 | % of Total Invested | Maturity | Tenor |
|--------------------------------|--|-------------------|------------------|-------------------------------|------------------------------|-------------------------|---------------------------|---------------------|------------|-------|
| Bank of Queensland | 50. BoQ Fixed Bond | BBB+ | N | 3,796 | 2.15 | 2.14 | 2.14 | 1.56 | 27/10/2026 | 1826 |
| Bank of Queensland | 51. BoQ Fixed Bond | BBB+ | N | 1,872 | 4.06 | 4.05 | 4.05 | 0.77 | 6/05/2026 | 1496 |
| Bank of Queensland | 52. BoQ Fixed Bond | BBB+ | N | 732 | 5.26 | 5.25 | 5.25 | 0.30 | 27/10/2026 | 1498 |
| Bank of Queensland | 53. BoQ Fixed Bond | BBB+ | N | 467 | 5.23 | 5.21 | 5.21 | 0.19 | 27/10/2026 | 1495 |
| Bank of Queensland | 54. BoQ Fixed Bond | BBB+ | N | 2,461 | 5.14 | 5.12 | 5.12 | 1.01 | 6/05/2026 | 1321 |
| Bank of Queensland | 55. Bank of Queensland Term Deposit | BBB+ | N | 3,000 | 4.54 | 4.54 | 4.54 | 1.23 | 27/07/2023 | 150 |
| Bank of Queensland | 56. Bank of Queensland Term Deposit | BBB+ | N | 2,000 | 2.55 | 2.55 | 2.55 | 0.82 | 13/06/2024 | 1827 |
| Bank of Queensland | 57. Bank of Queensland Term Deposit | BBB+ | N | 4,000 | 4.22 | 3.98 | 3.98 | 1.64 | 23/08/2023 | 281 |
| Bendigo and Adelaide Bank | 58. Bendigo Fixed Bond | BBB+ | Y | 3,746 | 3.10 | 3.10 | 3.10 | 1.54 | 17/03/2025 | 1096 |
| Bendigo and Adelaide Bank | 59. Bendigo Bank Fixed Bond | BBB+ | Y | 994 | 3.45 | 3.44 | 3.44 | 0.41 | 17/03/2025 | 1088 |
| Bendigo and Adelaide Bank | 60. Bendigo Fixed Bond | BBB+ | Y | 2,526 | 3.26 | 3.26 | 3.26 | 1.04 | 6/09/2024 | 882 |
| Bendigo and Adelaide Bank | 61. Bendigo Bank FRN | BBB+ | Y | 3,500 | 5.25 | 5.25 | 5.25 | 1.43 | 15/05/2026 | 1096 |
| Bendigo and Adelaide Bank | 62. Bendigo and Adelaide Bank Term Deposit | BBB+ | Y | 3,000 | 4.45 | 4.45 | 4.45 | 1.23 | 30/01/2024 | 365 |
| Hume Bank | 63. Hume Bank TD | BBB+ | Y | 2,000 | 4.60 | 4.60 | 4.60 | 0.82 | 1/02/2024 | 365 |
| IMB Bank | 64. IMB Term Deposit | BBB+ | Y | 4,000 | 5.11 | 5.11 | 5.11 | 1.64 | 19/12/2023 | 196 |
| Members Banking Group | 65. RACQ FRN | BBB+ | Y | 2,000 | 5.27 | 4.12 | 4.12 | 0.82 | 23/05/2025 | 1096 |
| Members Banking Group | 66. RACQ FRN | BBB+ | Y | 3,100 | 5.54 | 5.24 | 5.24 | 1.27 | 24/02/2026 | 1096 |
| MyState Bank | 67. MyState FRN | BBB+ | Y | 1,500 | 4.72 | 3.66 | 3.66 | 0.61 | 16/06/2025 | 1461 |
| MyState Bank | 68. MyState Bank Term Deposit | BBB+ | Y | 2,000 | 0.65 | 0.65 | 0.65 | 0.82 | 11/10/2023 | 730 |
| MyState Bank | 69. MyState Bank Term Deposit | BBB+ | Y | 2,000 | 1.69 | 1.69 | 1.69 | 0.82 | 4/03/2024 | 732 |
| MyState Bank | 70. MyState Bank Term Deposit | BBB+ | Y | 2,000 | 4.50 | 3.23 | 3.23 | 0.82 | 23/11/2023 | 359 |
| MyState Bank | 71. MyState Bank Term Deposit | BBB+ | Y | 2,000 | 4.50 | 3.23 | 3.23 | 0.82 | 1/11/2023 | 362 |
| AMP | 72. AMP At Call Account | BBB | N | 11 | 2.13 | 0.88 | 0.88 | 0.00 | | |
| AMP | 73. AMP FRN | BBB | N | 2,000 | 6.07 | 6.07 | 6.07 | 0.82 | 29/06/2026 | 1096 |
| AMP | 74. AMP Term Deposit | BBB | N | 1,000 | 3.50 | 3.27 | 3.27 | 0.41 | 2/08/2023 | 365 |
| Auswide Bank | 75. Auswide Bank Term Deposit | BBB | Y | 2,000 | 1.24 | 1.24 | 1.24 | 0.82 | 5/02/2024 | 720 |
| Beyond Bank | 76. Beyond Bank Term Deposit | BBB | Y | 2,000 | 4.91 | 4.53 | 4.53 | 0.82 | 8/11/2023 | 180 |
| Credit Union Australia | 77. Great Southern Bank Floating Rate Note | BBB | Y | 1,000 | 4.89 | 4.04 | 4.04 | 0.41 | 24/10/2024 | 1827 |
| Credit Union Australia | 78. Great Southern Bank FRN | BBB | Y | 1,200 | 5.64 | 5.37 | 5.37 | 0.49 | 9/02/2027 | 1461 |
| Defence Bank | 79. Defence Bank Term Deposit | BBB | Y | 2,000 | 0.85 | 0.85 | 0.85 | 0.82 | 8/02/2024 | 730 |
| Defence Bank | 80. Defence Bank Term Deposit | BBB | Y | 2,000 | 4.05 | 4.05 | 4.05 | 0.82 | 5/09/2023 | 365 |
| G&C Mutual Bank | 81. G&C Mutual Bank Term Deposit | BBB | Y | 2,000 | 4.02 | 4.02 | 4.02 | 0.82 | 7/09/2023 | 365 |
| Newcastle Greater Mutual Group | 82. NPBS FRN | BBB | Y | 2,000 | 4.73 | 3.50 | 3.50 | 0.82 | 4/03/2026 | 1826 |
| Newcastle Greater Mutual Group | 83. NPBS FRN | BBB | Y | 3,239 | 4.88 | 3.65 | 3.65 | 1.33 | 4/03/2026 | 1458 |
| Newcastle Greater Mutual Group | 84. NPBS FRN | BBB | Y | 3,703 | 5.42 | 4.43 | 4.43 | 1.52 | 10/02/2027 | 1720 |
| Newcastle Greater Mutual Group | 85. NPBS FRN | BBB | Y | 984 | 5.54 | 5.19 | 5.19 | 0.40 | 10/02/2027 | 1482 |
| Police & Nurses Limited | 86. P&N Bank Term Deposit | BBB | Y | 1,000 | 3.50 | 3.50 | 3.50 | 0.41 | 2/11/2023 | 1821 |
| Police & Nurses Limited | 87. P&N Bank Term Deposit | BBB | Y | 2,000 | 1.52 | 1.52 | 1.52 | 0.82 | 31/01/2024 | 730 |
| Police Bank | 88. Police Bank FRN | BBB | Y | 2,000 | 5.53 | 4.99 | 4.99 | 0.82 | 21/11/2025 | 1096 |
| Police Financial Services | 89. BankVic Term Deposit | BBB | Y | 2,000 | 4.80 | 4.31 | 4.31 | 0.82 | 24/03/2024 | 369 |
| Teachers Mutual Bank | 90. Teachers Mutual Bank FRN | BBB | Y | 1,100 | 4.74 | 3.69 | 3.69 | 0.45 | 16/06/2026 | 1826 |
| QPCU | 91. QBank FRN | BBB- | Y | 1,000 | 4.69 | 3.76 | 3.76 | 0.41 | 22/03/2024 | 1096 |
| | | | | 243,954 | 3.99 | 3.58 | 3.58 | 100 | | |

ITEM 10 (continued)

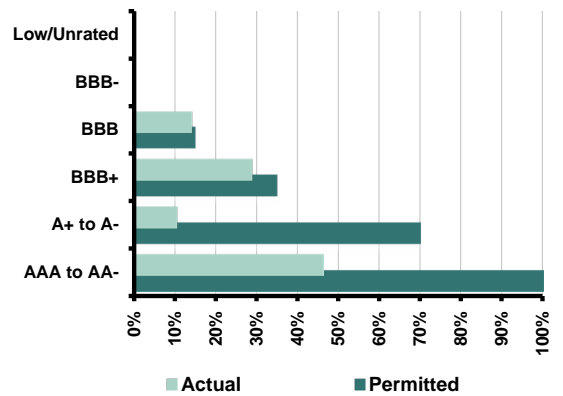
Total Funds Invested



Policy Limits on Maturities



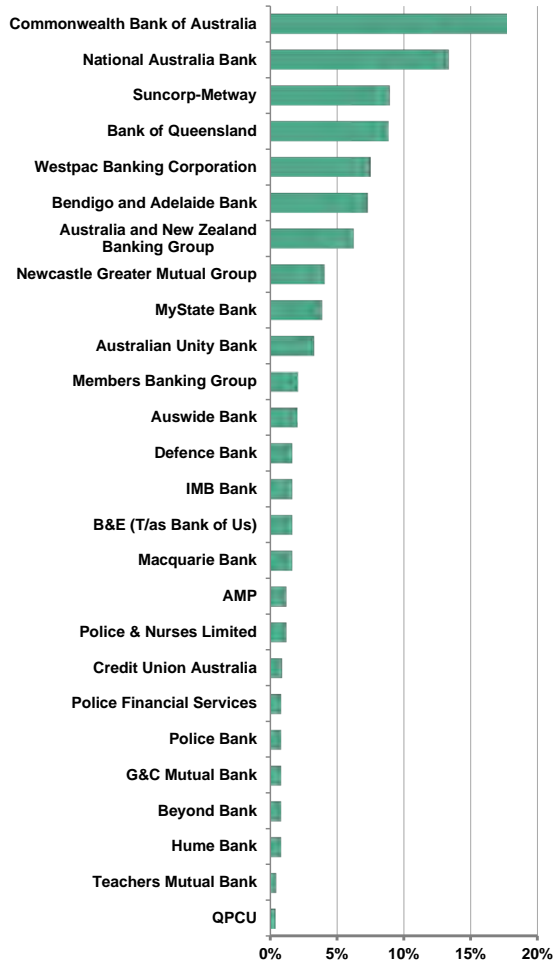
Investment Summary by Rating



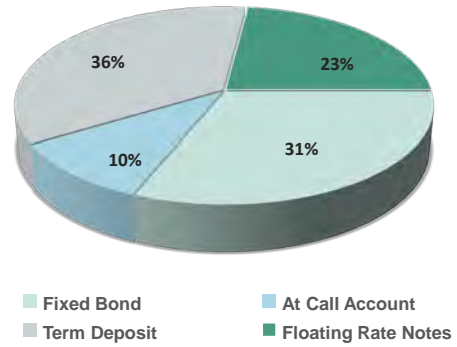
Note: Portion of deposits covered by Federal Guarantee are rated 'AAA'

ITEM 10 (continued)

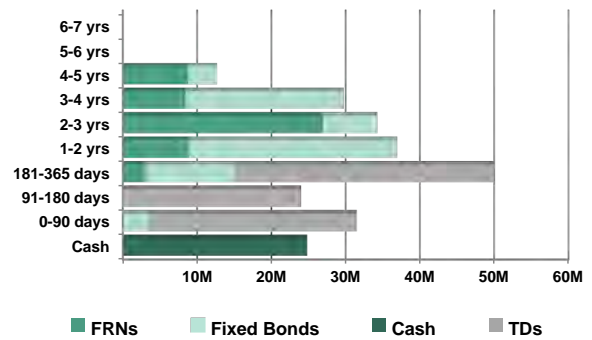
Active Investment by Institution



Summary by Investment Type



Summary by Duration



| | <365 days | >365 days |
|--------------|-----------------|-----------------|
| Cash/TDs | \$111.8M | \$0.0M |
| FRNs | \$3.0M | \$53.1M |
| Fixed Bonds | \$15.5M | \$60.6M |
| Total | \$130.3M | \$113.6M |

ITEM 10 (continued)**Divestment of Fossil Fuel Aligned Financial Institutions**

Council uses the entity Market Forces to validate its classes of investments into either fossil fuel or non-fossil fuel aligned institutions. Market Forces is a publicly available website and is not a contractor that Council has engaged for this information.

As at 30 June 2023, Council had a total amount of \$106.37M invested in non-fossil fuel aligned financial institutions, which is 43.60% of its total investment portfolio.

Whilst Council has a preference for non-fossil fuel aligned institutions, these institutions are often rated at the lower end of the (S&P) rating scale and in order to manage risk, Council's Investment Policy places limits on BBB+ (35%) BBB (15%) and Council cannot risk divesting 100% in these institutions as adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity for the obligor to meet its financial commitments. The Investment Policy ensures that the divestment in these categories are restricted to minimise risk and ensure preservation of capital. Council cannot breach its Policy, and any losses of income experienced as a result of poor investment decisions is ultimately Council's responsibility.

Financial Implications

Council's return for the reporting period is 3.99%, which is 0.27% above the benchmark figure of 3.72%. The revised budget for interest income from investments is \$6,168K and as at 30 June 2023 funds of \$7,194K have been earned.

Summary

Council's investment portfolio continues to perform well and is consistent with Section 625 of the *Local Government Act 1993*, which deals with the investment of surplus funds by Councils.

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.

Aneesh Zahra
Chief Financial Officer

NOTICES OF MOTION

1 TRAFFIC ISSUES - RUTLEDGE STREET, EASTWOOD - Councillor Justin Li

File Number: CLM/23/1/1/6 - BP23/403

MOTION:

- (a) That Council note local residents have raised concerns regarding traffic in Rutledge Street, Eastwood.
- (b) That Council write to Transport for NSW seeking the following changes for Rutledge Street, Eastwood (a State Road) to improve traffic flow and safety:
 - i. Installation of a red/green arrow at the traffic lights for motorists turning right from East Parade into Rutledge Street given regular accidents at that intersection.
 - ii. Installation of a red/green arrow at the traffic lights for motorists turning right from Rutledge Street into Shaftsbury Road in light of Council's preferred location for any new future Eastwood Car Park.
 - iii. Removal of street parking on weekends between Trelawney Street and Shaftsbury Road during peak traffic periods.
- (c) That a report be provided back to Council on the response from Transport for NSW.

2 COMMEMORATING THE 70TH ANNIVERSARY OF THE ARMISTICE OF KOREAN WAR - Councillor Daniel Han

File Number: CLM/23/1/1/6 - BP23/404

BACKGROUND:

The 27th of July 2023 marks the 70th anniversary of the Korean War armistice that ended the fighting. It is one of the most destructive conflicts of the modern era with the death toll rose to approximately 3 million, including many civilians.

Australia was the second country to decide to send troops to Korea, after the United States. Of almost 18,000 Australian soldiers served in the war, 1,216 were injured and 340 were killed. Close to 100 Ryde born residents have served in the Korean War.

The Korean War is sometimes referred to as the 'forgotten war' because it occurred between two very high-profile conflicts, World War II and the Vietnam War.

The City of Ryde has a rich history of honouring and supporting our veterans and acknowledging their sacrifices at the Memorial Park in Meadowbank.

City of Ryde is the local Council with the highest number of Korean migrants in NSW (2021 Census) and it would be valuable to have a place of connection between the Korean migrants in Ryde and the sacrifice of Australian soldiers in the Korean War.

MOTION:

That Council:

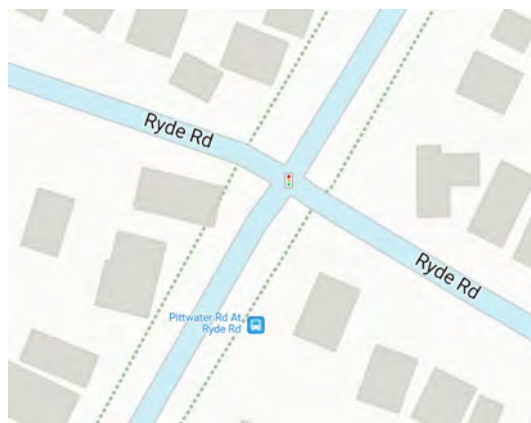
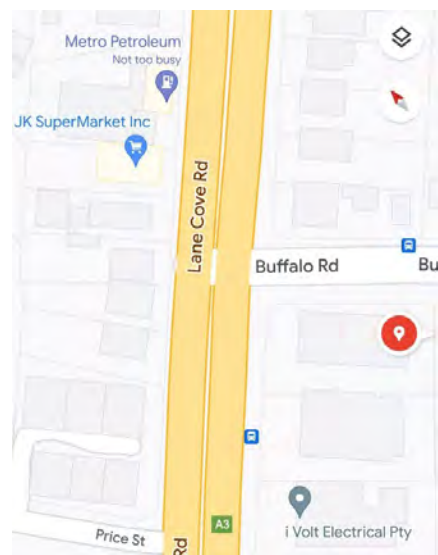
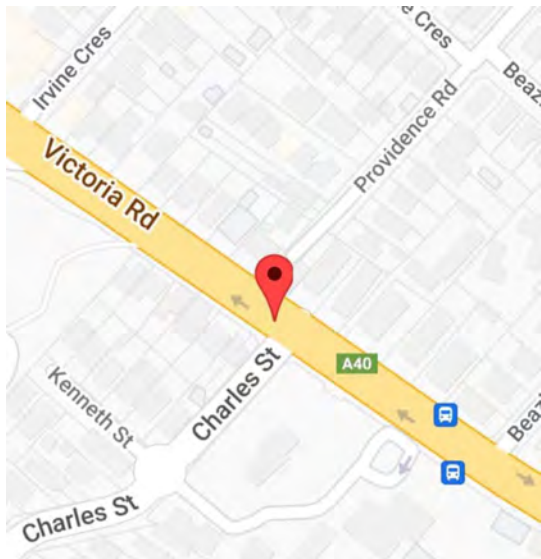
- (a) Organise a flag raising event on 27 July 2023 and invite all Councillors to honour and mark the 70th Anniversary of Armistice.
- (b) Organise a special Mayor's Morning Tea to be funded from the Mayor's budget.
- (c) Extend an invitation to Korean War veterans and local Korean community leaders to attend a special Mayor's Morning Tea, to be held in July or August 2023, to express our gratitude for their service and provide them with an opportunity to share their experiences and connect with the local community.
- (d) Continue the investigation of the Korean War Memorial and provide a report back to Council outlining the following:
 - i. Investigate and collaborate with RSL, Korean War Veterans Association and the Korean Veterans Association in Australia to explore the feasibility of installing a Korean War Memorial.
 - ii. Allocate funds and resources for the investigation, planning, design and construction of the Memorial.
 - iii. Identify and assess potential locations within Meadowbank Memorial Park that would be suitable for the Memorial.
 - iv. Engage with relevant stakeholders, including community members, veterans and local historical societies, to gather input and support for the project.
 - v. Establish a dedicated Committee or Working Group comprising representatives from the Council, RSL, Korean War Veterans Association and the Korean Veterans Association in Sydney to oversee the Memorial's development.

3 EASING CONGESTION AT INTERSECTIONS - Councillor Sophie Lara-Watson

File Number: CLM/23/1/1/6 - BP23/405

MOTION:

- (a) That Council note the left hand turn permissible during a red light upon stopping has been removed from the following intersections, causing additional commuting times and frustration to commuters who have not been consulted on the changes:
 - i. Charles Street and Victoria Road
 - ii. Lane Cove Road and Buffalo Road
 - iii. Pittwater Road and Ryde Road
- (b) That the Traffic Committee investigate the reinstatement of the left hand turn permissible during red lights at the intersections listed in part (a) above.



4 CITY OF RYDE CHRISTMAS GIFT GUIDE - Councillor Sophie Lara-Watson**File Number:** CLM/23/1/1/6 - BP23/406

MOTION:

- (a) That Council investigate the creation and distribution of a Christmas Gift Guide which will show case the ways to shop within Ryde during the holiday period and include the following considerations:
- i. An economic inclusive range of gifts;
 - ii. Sustainable options;
 - iii. Experiences;
 - iv. A diverse range of ages; and
 - v. Staff recommendation of method of selecting businesses to be included with the Gift Guide.
- (b) That a report be provided back to Council by October 2023.

5 REVIEW OF NORTHERN DISTRICT LOCAL BUSINESS AWARDS - Councillor Roy Maggio**File Number:** CLM/23/1/1/6 - BP23/410

MOTION:

- (a) That Council review the Northern District Local Business Awards.
- (b) That Council investigates the establishment of its own City of Ryde Business Awards in conjunction with local businesses and all the Chambers of Commerce in the Local Government Area.
- (c) That a workshop be conducted with Councillors to provide feedback and a report be presented to Council in September 2023.

6 E-WASTE COMMUNICATION FOR CITY OF RYDE RESIDENTS - Deputy Mayor, Councillor Shweta Deshpande**File Number: CLM/23/1/1/6 - BP23/413**

MOTION:

- (a) That Council note e-waste, including discarded solar lights, contains harmful substances such as lead, mercury and other toxic components. When not disposed of properly, these substances can pose significant risks to human health and the environment. It is therefore essential that we educate our community about the appropriate methods for e-waste disposal, particularly solar lights, which are becoming increasingly prevalent in households.
- (b) That Council initiate a comprehensive educational campaign that informs residents about the dangers associated with improper disposal of e-waste and offers guidance on the correct methods for disposing of solar lights. The campaign to be funded from Circular Economy base budget and may include the following components:
 - i. Public Awareness Program: To raise awareness about the potential hazards of e-waste and the proper procedures for its disposal.
 - ii. Online Resources: Create a dedicated section on the City of Ryde Council website that provides residents with up-to-date information, guidelines and resources for e-waste disposal, including solar lights. This section can include videos, FAQs and links to local recycling centers.

7 DIWALI LIGHTS - Deputy Mayor, Councillor Shweta Deshpande**File Number: CLM/23/1/1/6 - BP23/414**

BACKGROUND:

Diwali, also known as the Festival of Lights, is an important cultural and religious celebration for millions of people worldwide, particularly those of Indian and South Asian descent. The festival symbolises the triumph of light over darkness, good over evil and knowledge over ignorance. It is a time of joy, unity, and shared cultural heritage.

Recognising the multicultural fabric of our community and the significance of Diwali, I propose that City of Ryde Council actively participates in fostering a sense of inclusivity and respect for diverse traditions. Illuminating Council buildings during Diwali would serve as a beautiful visual representation of this commitment, fostering a sense of belonging and celebration among our diverse population.

By embracing cultural diversity and demonstrating our commitment to inclusivity, the City of Ryde Council can strengthen community bonds and foster a sense of belonging for residents of all backgrounds.

MOTION:

That Council investigate and report back to Council within 2 months, the feasibility of:

- i. Illuminating City of Ryde Council buildings with decorative lighting during the Diwali festival period. This would involve adorning prominent Council structures with colorful lights, embracing the festive spirit and acknowledging the cultural significance of Diwali.
- ii. Collaborating with Community Groups: Engaging with local community organisations and representative groups to ensure their involvement in the planning and execution of the illumination project. This collaboration will help to ensure cultural authenticity and provide an opportunity for meaningful community engagement.
- iii. Promoting the illuminated buildings and the significance of Diwali through various communication channels, such as the Council website, social media platforms, local newsletters and community announcements. This will help increase awareness and encourage community members to participate and celebrate this joyous festival together.

**8 FLAG HOISTING - INDIAN INDEPENDENCE DAY - Deputy Mayor,
Councillor Shweta Deshpande****File Number:** CLM/23/1/1/6 - BP23/415

BACKGROUND:

Indian Independence Day, observed on 15 August, is a significant event commemorating the freedom and sovereignty of India from British colonial rule in 1947.

As a diverse and multicultural community, it is important that we acknowledge and honor the cultural heritage and contributions of our residents of Indian origin. By organising a flag hoisting ceremony, we can foster a sense of unity, promote inclusivity and strengthen the bond among the residents of our city.

MOTION:

- (a) That the Mayor, Councillor Sarkis Yedelian OAM write to the Consul General of India, Mr Manish Gupta congratulating India for its Independence Day.
- (b) That Council host a flag-raising civic event for Indian Independence Day, to be held at Kissing Point Wharf on 15 August 2023.
- (c) That an invitation is extended to the Consul General of India Sydney, Mr Manish Gupta to attend the event.

9 ABORIGINAL RECOGNITION IN THE CITY OF RYDE - Councillor Bernard Purcell**File Number:** CLM/23/1/1/6 - BP23/416

BACKGROUND:

As we celebrated NAIDOC this week, there was much said by first nations speakers, on the significance of language. It seems appropriate to recognise the cultural and historical significance of the Wallumedegal in Ryde, and, by acknowledging the original custodians of the region in our place names around, and within, the City of Ryde.

MOTION:

- (a) That Council consult with our own Reconciliation Action Working Group, the Metropolitan Local Aboriginal Land Council and other identified groups and residents to investigate the delivery a program of Aboriginal place names around and within the City of Ryde.
- (b) That a report, based on this consultation, be brought back to Council including funding options.

**10 ECONOMIC DEVELOPMENT EASTWOOD TOWN CENTRE WEST -
Councillor Bernard Purcell****File Number:** CLM/23/1/1/6 - BP23/418

BACKGROUND:

In light of the recent success of Rowe Street East and its recognition as Korea Town, thanks to the State Government's Uptown Grant Program, the City of Ryde should investigate a similar night-time economy development program for Eastwood Town Centre West.

MOTION:

That the City of Ryde staff prepare a report, outlining options, funding and a strategy to encourage infrastructure upgrades, tourism and further night-time activity in and around Rowe Street West.

**11 RECOMMITMENT TO ULURU STATEMENT FROM THE HEART - Councillor
Penny Pedersen****File Number:** CLM/23/1/1/6 - BP23/420

MOTION:

1. That Council notes that at the Council meeting on 28 August 2018 Council resolved the following motion put by Councillor Christopher Gordon and seconded by Councillor Roy Maggio and the record of the voting was as follows:
 - (a) That Council supports the Uluru Statement from the Heart.
 - (b) That Council recognises that the Uluru Statement is a clear expression of Aboriginal and Torres Strait Islander peoples' vision toward Makarrata and reconciliation.
 - (c) That Council acknowledges the challenges in the Uluru Statement and calls on our national parliament to rise to these challenges and to establish a First Nations voice to Parliament.
 - (d) That a statement supporting the Uluru Statement be submitted to the Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples on behalf of Council within the next week.

- (e) That Council submits this motion for the next LGNSW Conference.
- (f) That this week Council provide a press release including the Uluru Statement from the Heart and our support for it.

For the Motion: The former Mayor, Councillor Laxale, Councillor Pedersen, Councillor Purcell, the current Mayor - Councillor Yedelian OAM, Councillor Maggio, Councillor Lane, Councillor Gordon, Councillor Kim, Councillor Clifton and Councillor Zhou

Against the Motion: Councillor Brown and Councillor Moujalli

- 2. That Council reconfirms its commitment to this motion as follows:
 - (a) Supports the Uluru Statement from the Heart.
 - (b) Recognises that the Uluru Statement is a clear expression of Aboriginal and Torres Strait Islander peoples' vision toward Makarrata and reconciliation.
 - (c) Acknowledges the challenges in the Uluru Statement and calls on our national parliament to rise to these challenges and to establish a First Nations voice to Parliament.
 - (d) Submits this motion as a recommitment at the next LGNSW Conference.
 - (e) Provides a media release including the Uluru Statement from the Heart and our support for it.

12 URGENT REPORT AND STRATEGY TO MITIGATE WATER DAMAGE TO RESIDENTS PROPERTY AND TO PREVENT SEDIMENT RUNOFF TO LANE COVE RIVER - Councillor Penny Pedersen

File Number: CLM/23/1/1/6 - BP23/421

MOTION:

- (a) Council notes that:
 - The function centre and Cafe at Northern Suburbs Memorial Gardens and Crematorium is located on land owned by InvoCare at 199 Delhi Road, North Ryde.
 - The function centre and related infrastructure sits high above Quebec Road, Chatswood West on a very steep gradient, adjoining Council Road, natural areas and properties along River Road.

- That since the function centre was built, residents have complained about more frequent high volumes of stormwater run-off, that is damaging their property and threatening river health.
 - That over the last few weeks starting on Friday 9 June, large heavy machinery was employed by workers at the InvoCare site to remove plants, small trees and earth (damaging some larger native trees), leaving open earth on a steep gradient with no sediment control.
 - Council attended the site and stopped their work, requesting that sediment control be put in place, which was carried out (but it has been noted by residents the controls they have delivered are not substantial enough to prevent erosion of the embankment and sediment runoff should there be a high rain/storm weather event.
 - Residents have reported foul smelly water emanating from the cleared site which has been reported to the EPA.
- (b) That Council:
- i. Prepare a report that considers:
 - How many trees have been removed by InvoCare from the site and did the company have approval to remove them?
 - Was there a proposal to replant native and natural areas on top of the site behind the functions centre (where there is lawn) as a condition, when the development was approved?
 - What infrastructure is in place on the InvoCare site to prevent stormwater runoff from the roof of the function centre, hard surfaces and sloping lawn?
 - What was at the site before the function centre was built (was it ever a fill site)?
 - Is there any utility infrastructure buried or built in the vicinity and could the heavy machinery on loose earth have cracked or ruptured any sewer pipes?
 - ii. Investigate the development of a strategy to mitigate:
 - Damage to natural areas on Quebec Road and properties in River Road from excessive stormwater stormwater run-off.
 - Sediment runoff to Lane Cove River from clearing and excessive stormwater run-off.

QUESTIONS BY COUNCILLORS AS PER POLICY

1 QUESTIONS WITH NOTICE - Councillor Justin Li

File Number: CLM/23/1/1/10 - BP23/395

On 6 February 2019, City of Ryde issued a media release regarding the first concepts of a new shopper car park and public plaza on the western side of Eastwood:

Question 1:

What is the approximate total cost of this project?

Question 2:

How much funding (if any) has been set aside by City of Ryde to pay for this project since making this announcement?

2 QUESTIONS WITH NOTICE - Councillor Penny Pedersen

File Number: CLM/23/1/1/10 - BP23/419

Question 1:

Has Council resolved to acquire the TG Millner fields from North Ryde RSL regardless of the valuation and costs to ratepayers?

Question 2:

What projects will be put on hold or cancelled to fund the acquisition of TG Millner fields from North Ryde RSL?