



Burwood
Inc.1874

Annual Report

2018–2019





Acknowledgment of Country

Burwood Council acknowledges the Wangal Clan of the Eora Nation, the traditional custodians of the lands in which the Burwood local government area is located. We pay our respects to their elders past, present and emerging. We acknowledge and respect their cultural heritage, beliefs and ongoing relationship with the land.

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Message from the Mayor

I am pleased to present Council’s Annual Report for 2018–2019. We delivered some significant projects in what was a productive 12 months, including infrastructure that will benefit generations to come.

The beautification of our town centres, and upgrades to our parks and playgrounds, were just some of the projects delivered.

Our town centres are popular meeting places, and provide business and employment opportunities. Council has installed new plants, lighting, footpaths, fencing, seating and more to ensure these areas remain attractive.

Another considerable project was the Burwood Park Community Centre. This venue allows groups more opportunity to enjoy meetings, education and performances in their own neighbourhood.

I was also pleased to see improvements to Henley Park. Council provided two new playgrounds with shade structures, flying foxes, exercise equipment and a giant chessboard. Our cricketers have enjoyed the new pitch and practice nets, which were also provided.

Council approved the masterplan for Enfield Aquatic Centre, which means exciting times ahead. Our consultation, planning and design will provide an

additional indoor pool, and improvements throughout the centre, which will help many of our residents learn to swim.

We held successful events such as the Lunar New Year Carnival and Burwood Art Prize, and celebrated our cultural and artistic communities. These events continue to foster understanding of different cultures, and showcase our creative talents.

Council recently unveiled a new brand identity which better reflects our thriving, multicultural community. Our residents helped devise this look, which should attract additional investment and opportunities.

I would like to thank councillors and staff for their hard work in achieving these results. We have a great relationship, and I look forward to us all making Burwood an even better place to live over the next 12 months.

Cr John Faker
Mayor of Burwood



Message from the Acting General Manager

Burwood continues to attract people who want to raise a family here and enjoy our precious natural environment and multicultural community.

Businesspeople want to capitalise on Burwood’s convenient location and vibrant town centres.

To meet this demand, Council in the 2018–2019 financial year delivered one of its most comprehensive capital works programs in recent memory. This was partly due to our employees’ success in securing government grants in recent years. Council invested more than \$14 million in assets and infrastructure as a result.

We continue to place strong focus on our financial sustainability with a \$11.37 million surplus net, which is earmarked for significant upgrades to Council facilities next year.

There is more work to do, and Council is evolving and exploring new ways to meet the demands of our growing community.

We have made a concerted effort to improve dialogue with business and emerging community groups. Burwood is a diverse community, and the better we understand its needs, the better we can serve it.

We are frequently reviewing how we can make the experience of dealing with Council easier for residents and customers and we are striving to provide outstanding service at every contact point.

Finally, we have taken a proactive approach to strategic partnerships and dialogue with neighbouring councils and key State and Federal Government agencies, so as to ensure our policies and directions do not operate in isolation.

On behalf of the Executive Team I would like to thank the Mayor and councillors for their guidance and cooperation, and our staff for their tireless efforts over the last twelve months.

I look forward to another year of innovation and partnership with our community.

Tommaso Briscese
Acting General Manager

THE CURRENT COUNCIL

Our Councillors

The current Council was elected in September 2017.

The Councillors have been elected to represent the local community and deliver its long term vision for Burwood.

A well connected, innovative, sustainable and safe community that embraces and celebrates its diversity.



Cr John Faker
Mayor of Burwood



Cr Lesley Furneaux-Cook
Deputy Mayor



Cr Ernest Chan
Councillor



Cr Heather Crichton
Councillor



Cr Joseph Del Duca
Councillor



Cr Raj Dixit
Councillor



Cr George Mannah
Councillor

Burwood 2030: The framework

Local councils in NSW are required by legislation to work with their communities to develop a long term plan for the social, environmental and economic health, sustainability and prosperity of their areas. Three layers of plans are required under this Integrated Planning model– the 20 year Community Strategic Plan, 4 year Delivery Program and annual Operational Plan. The Annual Report is the key reporting mechanism for these plans.



How to read the Annual Report

The Annual Report outlines Council's key achievements and statutory responsibilities from 1 July 2018 to 30 June 2019. It is divided into two sections.

SECTION 1 / OUR ACHIEVEMENTS

This section highlights Council's achievements against objectives in the Operational Plan and Budget 2018–2019. It also provides a summary of Council's financial performance throughout the financial year.

SECTION 2 / STATUTORY REPORTING

This section includes reporting requirements prescribed by the Local Government Act 1993 and the Local Government (General) Regulation 2005. This includes a summary of Council's legal proceedings, details of contracts awarded by Council, financial assistance contributions to the community and information relating to the Government Information (Public Access) Act 2009 (NSW).

BURWOOD 2030:

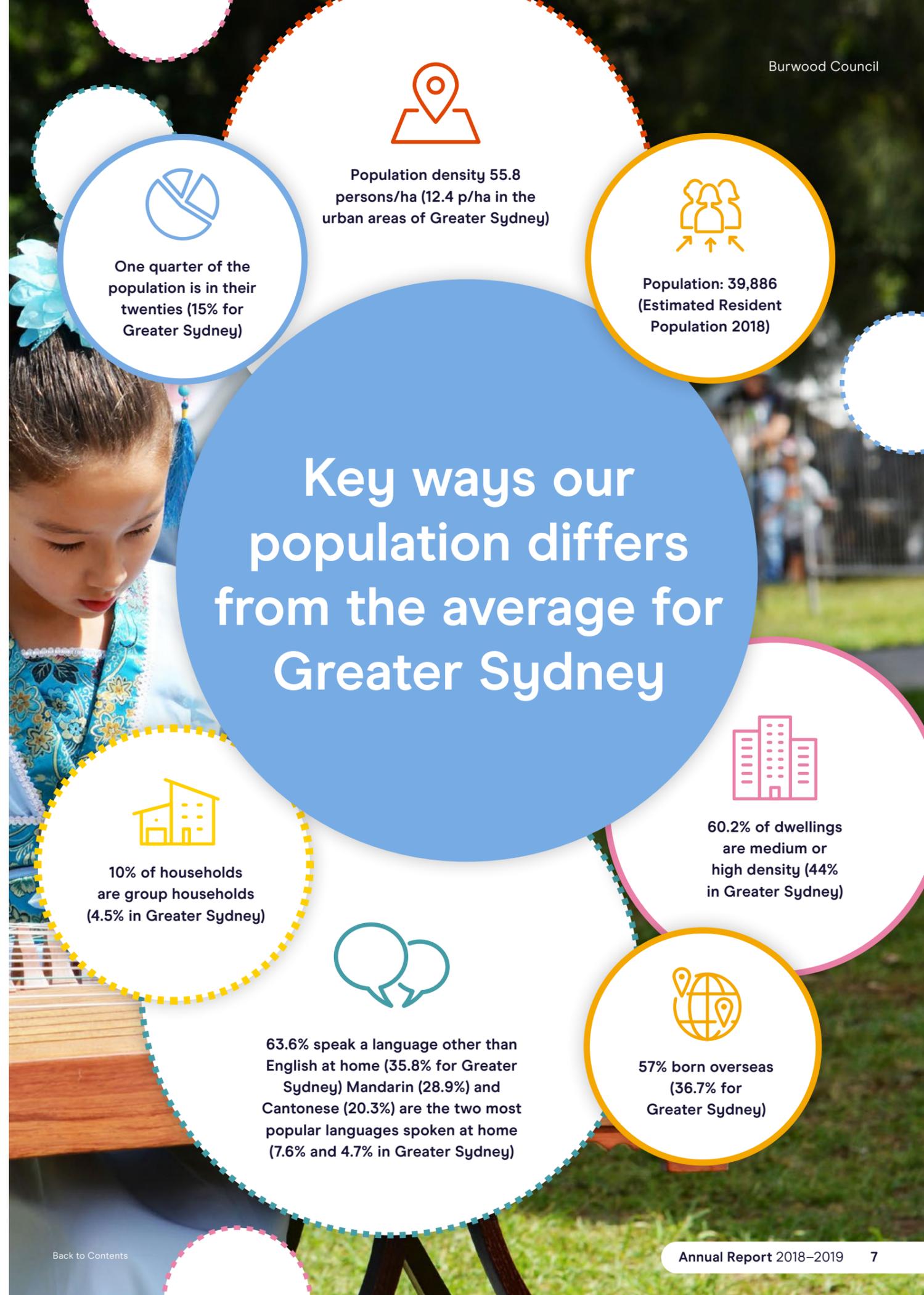
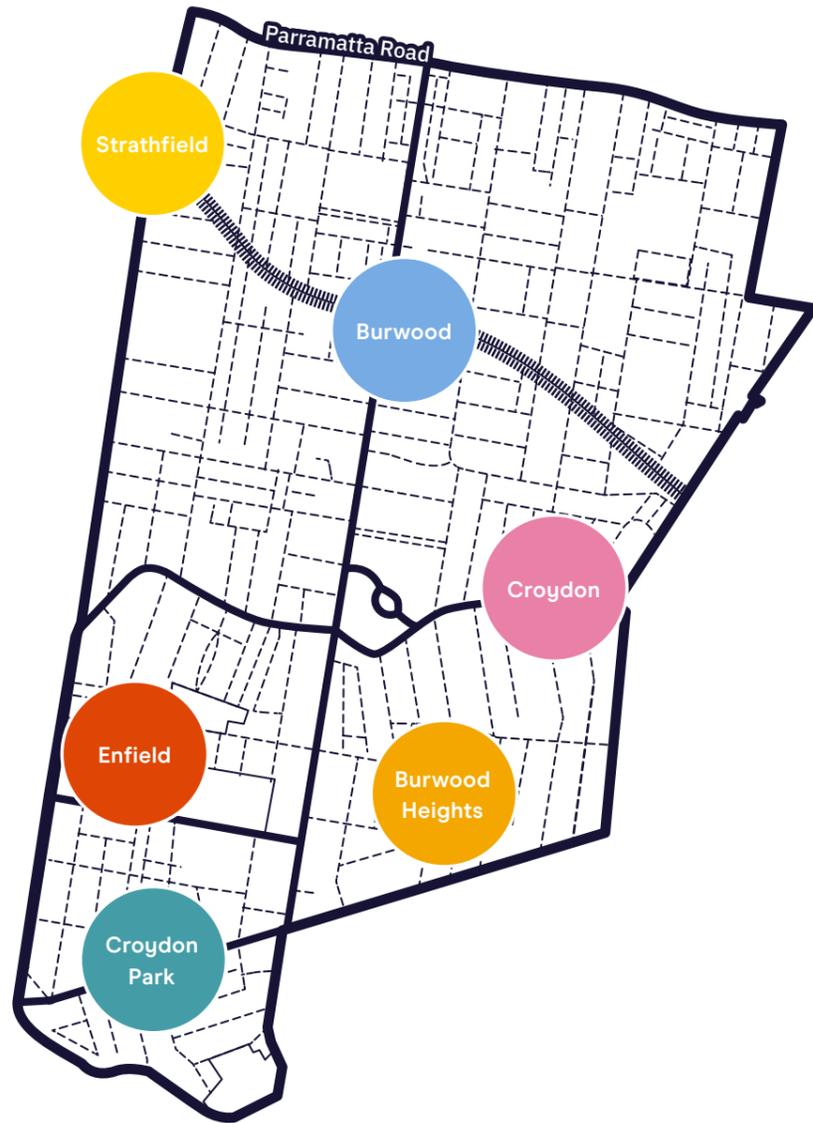
Our community's vision

A well connected, innovative, sustainable and safe community that embraces and celebrates its diversity.

Our Burwood is a melting pot of culture with a thriving business and retail centre surrounded by historic villages each with their own district character and charm, including Burwood Heights, Croydon, Croydon Park, Enfield and Strathfield.

The quality of life residents enjoy, the central location, local schools and excellent transport infrastructure have made Burwood an attractive destination for people to live, work and visit.

As a major strategic and geographic centre, Burwood will strengthen its role in central Sydney over the next 10 years by providing a mix of higher skilled jobs and a diverse mix of housing.



Key ways our population differs from the average for Greater Sydney

One quarter of the population is in their twenties (15% for Greater Sydney)

Population density 55.8 persons/ha (12.4 p/ha in the urban areas of Greater Sydney)

Population: 39,886 (Estimated Resident Population 2018)

10% of households are group households (4.5% in Greater Sydney)

60.2% of dwellings are medium or high density (44% in Greater Sydney)

63.6% speak a language other than English at home (35.8% for Greater Sydney) Mandarin (28.9%) and Cantonese (20.3%) are the two most popular languages spoken at home (7.6% and 4.7% in Greater Sydney)

57% born overseas (36.7% for Greater Sydney)

SECTION ONE:

OUR ACHIEVEMENTS

This Annual Report highlights Council's key achievements for the 2018–2019 year. Full and detailed reports against each strategic goal in Council's Operational Plan can be found in the Half Yearly Reports on Council's website.

The Burwood2030 Community Strategic Plan identifies five themes. The Operational Plan identifies the actions that Council will undertake to support these themes and their strategic goals.

The Milestones included here are key markers of achievement in 2018–2019.

SECTION ONE / OUR ACHIEVEMENTS

1. Community and lifestyle

COMMUNITY STRATEGIC PLAN GOALS

- 1.1 / High quality facilities, services and initiatives to meet the diverse needs of the community
- 1.2 / A well informed, supported and engaged community
- 1.3 / A safe community for residents, workers and visitors
- 1.4 / A proud and inclusive community that celebrates diversity



137 volunteers recruited for the Burwood community



Our growing library service

19,000 library members half of Burwood's population – borrowed 200,000 items (average of 10.5 items)

600,000+ visits made to the library.

112,000+ logins to the internet service at the library

1000+ library items added in 4 community languages



Social media use growing at 5% each year



2000 participants in Learn to Swim Programs



300+ library community programs with almost 9000 participants

Highlights

Planning for open space supports ongoing improvements

- A \$330,000 grant won in 2018–2019 will provide an innovative obstacle course fitness structure for youth in Grant Park.
- Enfield Aquatic Centre upgrade on track with submission of the Stage 2 Masterplan Development Application in December 2018.
- Masterplans were prepared for Henley Park and Blair Park upgrades. Henley Park already has new cricket facilities, 13 new sports fields and lighting towers, solar lighting for pathways and 5 new picnic shelters.

Our community changes and so do our services

- Adaptation to change in community profile including provision of information and services in community languages.

Partnerships are good value

- Aged care specific information sessions for culturally and linguistically diverse (CALD) in collaboration with state-wide peak bodies.
- National Speak My Language Program sessions in collaboration with the Ethnic Communities Council NSW.
- Aged care consultations in collaboration with Inner West and Canada Bay Councils.



Milestone:

In 2018–2019 Burwood was the first Council in NSW to launch a WeChat account – followers growing at 5% every six months

Milestone:

New visual identity for Burwood, developed after extensive consultation.



Milestone:

Awareness of Australian history promoted through the Australia Day event, the 2019 Anzac Commemorative Service and the Sandakan Memorial Service.



Milestone:

All works in the Wangal Park Masterplan completed.



SECTION ONE / OUR ACHIEVEMENTS

2. Leadership and innovation

We strive for community leadership that fosters our community values and celebrates our culture, diversity and heritage. This encourages greater participation and engagement in decision making processes involving people in local activities and programs. Burwood's leaders include our elected representatives and leaders in our business, volunteer, spiritual and environmental community. Leadership and innovation focus on thinking outside the square to resolve challenges and strive to be a leading community in economic prosperity, environmental sustainability and social responsibility.

COMMUNITY STRATEGIC PLAN GOALS

- 2.1 / Community confidence in Council's decision making
- 2.2 / Strong partnerships to benefit the community
- 2.3 / Financial sustainability and organisational effectiveness
- 2.4 / Efficient and innovative customer focused services
- 2.5 / Leaders in the Local Government sector



Proactive Building Site Enforcement has delivered better compliance at sites with \$700,000+ in fines issued in 2018-2019



Council has achieved continual comparable market rental across its leased properties. The assets are regularly maintained for community use.



13,100 + inquiries actioned in 2018-2019



Milestone: Resourcing Strategy including the Workforce Plan, Asset Management Plan and Long Term Financial Plan were adopted by council in February 2019. The purpose of the Resourcing Strategy is to demonstrate to the community that Council has committed sufficient resources, time, money, assets and people to deliver the community's vision and aspirations for Burwood.

Highlights

Opportunities for residents and Mayor to talk about what matters

- Eight street meetings with the Mayor were held involving more than 110 residents

Council's assets support our financial future

- Property Strategy review to assist Council in working towards financial sustainability



Milestone: Transparent process for purchasing and procurement set in place with a Tendering Manual and comprehensive Corporate Practice.



Milestone: Special Rate Variation (SRV) approved by the Independent Pricing and Regulatory Tribunal (IPART). Council consulted widely on *Funding Our Future* using a broad range of innovative and traditional engagement methods to inform Council's successful application for a SRV 2% above the rate peg over 4 years to further reduce the drainage Infrastructure backlog.



Milestone: Investment Strategy has been developed. Invested funds have been receiving returns above the Reserve Bank of Australia official rate.



Major infrastructure projects

BURWOOD	COMPLETED	COMMENCED
New Burwood Community Centre at Burwood Park	✓	
Sanders Reserve playground upgrade		✓
Landmark Trees planted: 2 at Burwood Park and 1 at Woodstock Park	✓	
Burwood CBD:		
Installation of new traffic island at Railway Crescent intersection with Burwood Rd	✓	
Cherry Blossom trees planted and Installation of 24 planter boxes	✓	
Glass pedestrian fencing along Burwood Rd	✓	
Palm tree lighting in Railway Pde		✓
George St – Marmaduke St to Burwood Rd stormwater and footpath upgrade		✓
Drainage, kerb gutter, footpath and/or road resurfacing works:		
Nicholson St		✓
Clarence Street		✓
Seale Street		✓
Pilchers Lane		✓
Ethel St		✓
Neich Parade	✓	
Waimea St		✓
Tahlee St		✓
Eurella St		✓
Fitzroy St		✓
Hornsey St		✓
Oxford St		✓
Quandong Ave		✓
Faunce Street		✓

CROYDON	COMPLETED	COMMENCED
Blair Park Upgrade		✓
New under shop awning lighting along Georges River Rd	✓	
Beautification works on The Strand at Croydon Shopping Centre	✓	
Drainage, kerb gutter, footpath and/or road resurfacing works:		
Blair Ave	✓	
Acton St	✓	
Boundary St		✓
Young St		✓
Fitzroy St	✓	
Arthur St		✓
Badminton Rd		✓
Chelmsford Ave	✓	
Cheltenham Rd	✓	
Cross St	✓	
Croydon Ave	✓	
Lucas Rd		✓
Paisley Rd		✓
Robinson St		✓
Webb St		✓

CROYDON PARK	COMPLETED	COMMENCED
Drainage, kerb gutter, footpath and/or road resurfacing works:		
Blenheim St		✓
Tavistock St		✓
Lancelot St		✓
Blenheim St		✓
Brighton St		✓
Parkhill St		✓
Tangarra St		✓
Violet St		✓
Coronation Pde		✓



ENFIELD	COMPLETED	COMMENCED
Enfield Aquatic Centre new foyer	✓	
Kerb and gutter reconstruction at King St	✓	
Henley Park:		
Installation of additional new solar lighting along walking track	✓	
Replacement of 5 picnic shelters	✓	
New cricket pitch on western field	✓	
New sports field flood lighting	✓	
New awning at Henley Park Amenities Building	✓	
New double flying fox installed	✓	
Upgrade of cricket practice pitch	✓	
Exercise equipment replacement and upgrade		✓
Footpath upgrades:		
Tangarra St	✓	
Coronation Pde		✓
Liverpool Rd		✓
Llangollan Ave		✓
Mitchell St		✓
STRATHFIELD	COMPLETED	COMMENCED
Footpath upgrade at The Boulevarde		✓
Road stabilisation and installation of two new raised thresholds in Everton Rd		✓
Stormwater Upgrade Wentworth Rd at Cooper St		✓
BURWOOD HEIGHTS	COMPLETED	COMMENCED
Raised pedestrian crossing and 2 raised thresholds at Arthur St		✓

Leadership and innovation focus on thinking outside the square to resolve challenges and strive to be a leading community in economic prosperity, environmental sustainability and social responsibility.



SECTION ONE / OUR ACHIEVEMENTS

3. Healthy and sustainable environment

We all have a role to play in protecting our environment and taking responsibility for preserving our natural resources for future generations. Protection of our natural resources and assets including parks, trees, open green spaces is key. Together with ensuring that our impact on the environment is reduced so that we continue to live in a clean and sustainable environment.

COMMUNITY STRATEGIC PLAN GOALS

- 3.1 / Enhanced green and open spaces, and streetscapes
- 3.2 / Sustainable waste management practices
- 3.3 / Community education on sustainable practices
- 3.4 / Leadership in environmental sustainability
- 3.5 / Public health and welfare



Milestone:

The Draft Local Strategic Planning Statement was prepared and is scheduled for exhibition in August 2019.



Highlights

Shopping trolley hazard reduced

- Over 700 unattended shopping trolleys in dangerous locations such as roadways, obstructing walkways or public access ways impounded in response to residents' concerns. Council is running a public education campaign highlighting that it's an offence to leave trolleys in public places, with fines exceeding \$200.

More trees helping to control temperature

- A strategy is being developed to increase the overall tree canopy and reduce the overall temperature of the environment. Funds have been allocated to plant 500 trees in 2019-2020.

Parks accessible for all

- All Council's parks are designed to be accessible by people living with an impairment or disability. New playgrounds at Sanders Reserve and Henley Park are fully accessible.

Partnerships provide good value

- A comprehensive regional waste strategy is being developed in partnership with other councils in the Southern Sydney Regional Organisation of Councils. It will develop a suite of initiatives that will encourage and promote resource recovery and waste diversion supported with funding from the NSW EPA as part of the Better Waste Recycling Fund program.
- Free collection and rehousing of unwanted furniture in partnership with The Bower.
- Partnership with Clothing Cleanup to allow residents to donate unwanted clothing, accessories and manchester, preventing textiles in good condition reaching the landfill.

Technology helps us reduce waste

- Waste App launched providing information about waste and recycling services. The Waste App and Council's website supported the on-going partnership with the NSW Environment Protection Authority and the Love Food Hate Waste program. The program helps residents to avoid food waste, save time and money and reduce their environmental impact by planning better, shopping smarter and storing food effectively.

Henley Park – a great place for active sport and recreation

- Henley Park upgrade is continuing including new sports field floodlighting, solar lights along the walking track, picnic shelters, cricket practice nets, double flying fox and a new awning next to amenities building. In 2018–2019 the NSW Government announced \$2.6 million funding for further upgrades including sports field lighting, drainage and turf, a Futsal pitch and refurbished amenities.



905 lights

95% of council's local road street lighting inventory now replaced with LED lights



One third of Burwood's

91 km road network is swept every week. This has contributed to a reduction in instances of flooding.



64 presentations to over 1,850 primary school students on composting and recycling.



Over 1200 tonnes

of kerbside material collected: 63% waste, 18% recyclables and 19% green waste.



Nearly 150,000 people visited Enfield Aquatic Centre in 2018–2019 -

22% more users than in 2017-2018.



470+ scheduled maintenance jobs were completed as well as 1600 customer requests relating to maintenance.



23 free drop-off days

for electronic waste (e-waste) at the Council Operation Centre with nearly 15 tonnes collected



370+ inspections

of registered premises such as food outlets and cooling towers with 45 notices issued



SECTION ONE / OUR ACHIEVEMENTS

4. Planning and infrastructure

Our growing population requires planning for services and infrastructure to meet their needs. Transport that connects services and people plays a key role in the liveability and sustainability of our area.

Neighbourhoods should feel safe, look good and work for our community.

COMMUNITY STRATEGIC PLAN GOALS

- 4.1 / Effective traffic and parking management strategies
- 4.2 / Connected and accessible infrastructure
- 4.3 / Burwood's existing heritage integrated with high quality urban design
- 4.4 / Participate in regional planning and infrastructure projects to ensure the best outcomes for the community
- 4.5 / Customer focused process for development services



71 Burwood Road, Burwood
9745 3993

Highlights

Linked up cycleways

- Three new cycleways to link the Parramatta Road corridor to Burwood Park and Wangal Park will be built supported by grant funding from the NSW Government's Parramatta Road Urban Amenity Improvement Program. The first link along Neich Parade is already complete.

Road safety is paramount

- Four blackspots in Burwood's road network will be improved with projects in Weldon Street, Paisley Road/Reed Street, Burwood Road/Nicolson Street/Ethel Street and Woodside Avenue/Conder Street supported by NSW Government funding.

Burwood CBD is good for walking

- Burwood CBD continues to be redeveloped providing opportunities for more pedestrian only walkways. A walkway links Clarendon Place to Wynne Avenue and will continue as part of the current Burwood Grand development linking Wynne Avenue to Conder Street.





SECTION ONE / OUR ACHIEVEMENTS

5. Vibrant city & villages

Burwood is characterised by a vibrant CBD and several business and shopping precincts supported by a strong network of services. Burwood's strategic status supports the businesses and services that contribute to the wider Burwood economy. It attracts new and diverse organisations and activates our surrounding villages to foster a sense of pride and enhance our local identity.

COMMUNITY STRATEGIC PLAN GOALS

- 5.1 / Maximise Burwood's regional status
- 5.2 / Supported and engaged local businesses
- 5.3 / Enhance and foster the local identity
- 5.4 / Activate village precincts and preserve the distinct characters of surrounding residential areas



62 entries
in the
Burwood Art Prize



All main business
locations patrolled
daily by the
Safe and Clean team



WI-FI

Internet public access
speed more than doubled
in the Burwood Library and
Community Hub



Milestone:

Major event Carols
in the Park attended
by thousands.

Highlights

Town centres to be proud of

- Town Centre Beautification Works Program introduced and master plan drawings prepared
- Beautification works at Burwood CBD and The Strand
- Under awning lighting at Georges River Rd shopping precinct
- Palm Tree Lighting along Railway Pde upgraded
- Public Art Strategy adopted and several projects planned

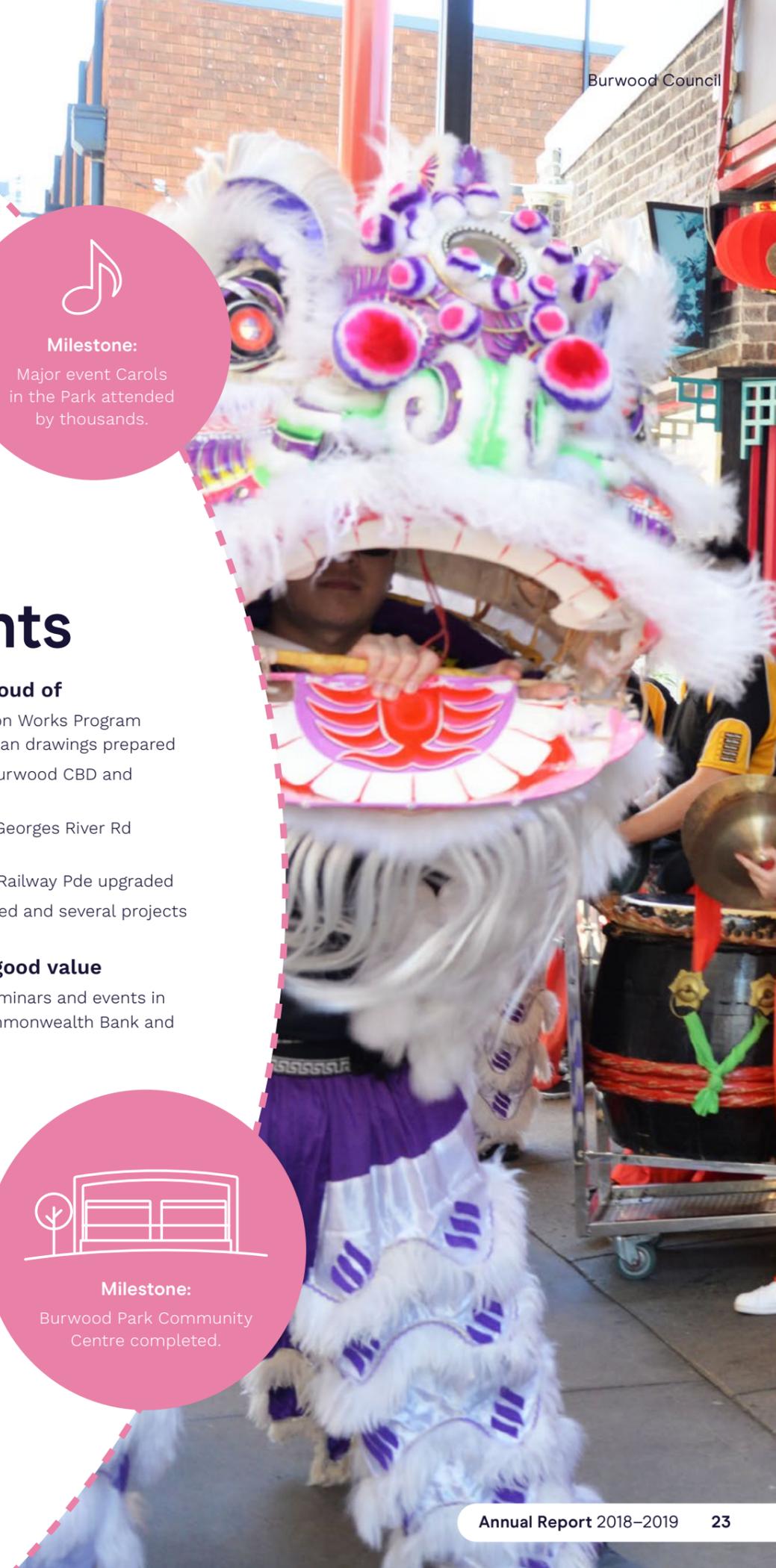
Partnerships provide good value

- Small Business Month seminars and events in partnership with the Commonwealth Bank and NSW Government



Milestone:

Burwood Park Community
Centre completed.





The Disability Inclusion Action Plan

It is Council's aim to make Burwood, as the heart of central Sydney, an inclusive and accessible region for everyone. The past year was focused on providing opportunities to enable people with a disability to participate in community life and to raise awareness of disability in the wider community.

HIGHLIGHTS

Celebration and awareness

- For International Day of People with a Disability, *Groovability Festival* attracted 500 participants with people with a disability performing together with professional artists.
- *Celebrate Community Inclusion 2018*, an expo showcasing talents and abilities of clients included those who are now gainfully employed or have a small business.
- A *Good Life* workshop was held twice in 2018 with the aim of drawing in more families who are experiencing difficulties in accessing services.

Strength in partnerships

- Council initiated partnership projects with disability groups such as Ability Links and Ethnic Community Services Cooperative to hold various information sessions for those families/persons who are yet to access services from the National Disability Insurance Scheme (NDIS).

- Council partnered with the Sydney Dance Company for a one-off dance program for adults with mobility restrictions.
- Council partnered with Access Sydney and ran a pick up drop off bus outings program for seniors 60 years and older who are experiencing difficulty using public transport to address the issue of social isolation and mobility.

Creating liveable communities

- All Council facilities are accessible making them highly preferred by groups who have clients with a disability.

SECTION ONE / OUR ACHIEVEMENTS

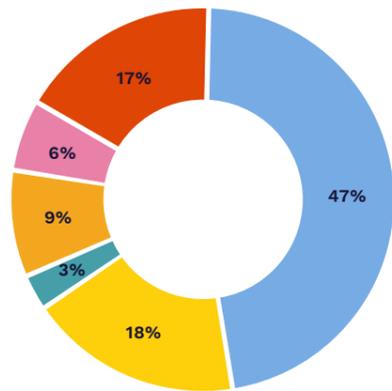
Tracking Council's financial performance

This section outlines Council's year-end financial performance against the adopted budget, including summaries of financial performance across capital -works programs and key service areas throughout the financial year.

Major projects considered in the budget:

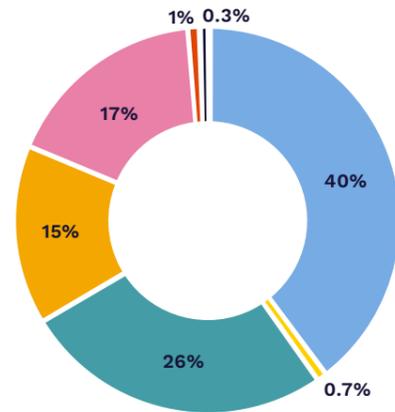
- Town Centre Beautification Master Plan
- Enfield Aquatic Centre upgrades
- Parks and playground upgrades
- Ongoing infrastructure and renewal works

2018-2019 total income \$60.681 million



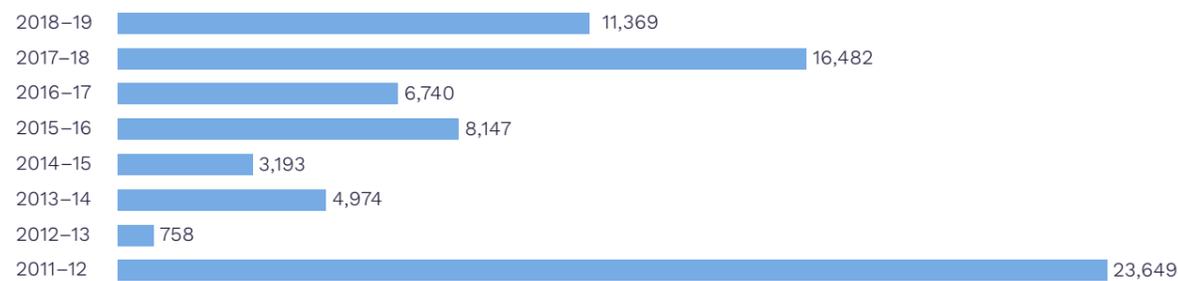
CATEGORY	2018-2019 \$ '000S
Rates & Annual Charges	28,600
User Charges & Fees	11,151
Interest & Investment Revenue	1,828
Other Revenue	5,662
Operating Grants & Contributions	3,438
Capital Grants Contributions	10,002
Total Operating Revenue	60,681

2018-2019 total expenditure \$49.312 million

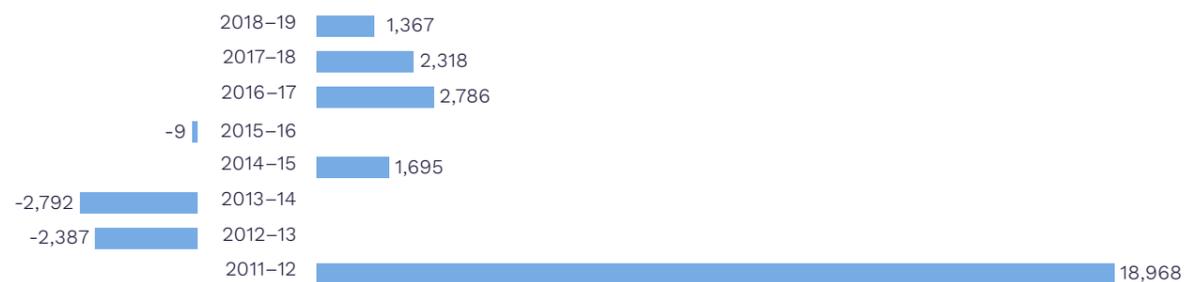


CATEGORY	2018-2019\$ '000S
Employment Costs	19,649
Borrowing Costs	345
Materials & Contracts	12,943
Depreciation	7,505
Other Expenses	8,370
Net Losses from the Disposal of Assets	487
Net Share of Interest in Joint Venture - CivicRisk	13
Total Operating Expenditure	49,312

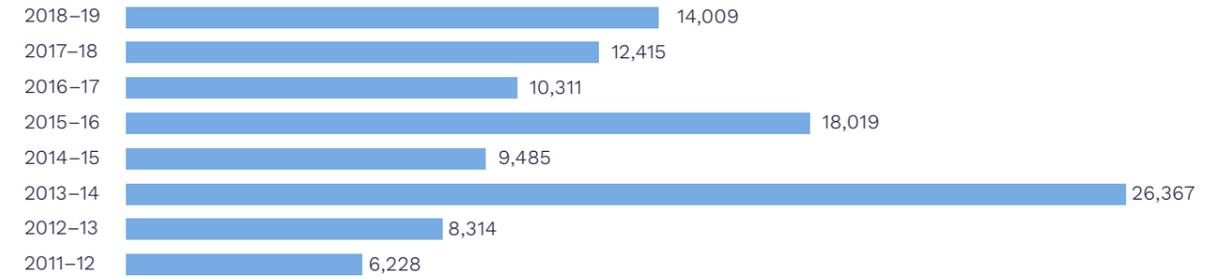
Operating results



Operating result before capital



Capital Expenditure



Grant income received in 2018-2019

GRANT	AMOUNT \$
Financial Assistance Grants	1,152,183
Pensioner Rebate Subsidies	224,222
Local Infrastructure Renewal Scheme Interest Subsidies	32,941
Family Leave Subsidy	20,163
Street Lighting Subsidy	80,000
Bus Route Subsidy	31,736
Plan of Management Crown Lands	30,000
Home and Community Care Development	151,394
Home and Community Care Podiatry Services	637,165
Home and Community Care Enablement & Training	66,533
Social Planning	20,104
Children & Families	50,896
Volunteer Network & Projects	119,630
Youth Services & Projects	49,024
Library Per Capita Grant	84,314
Seniors Program	1,200
Environment Management - Education	78,652
Recreational - Wangal Park	49,743
Recreational - Blair Park	691,514
Recreational - Grant Park	264,257
Recreational - Henley Park	2,765,000
Roads and Maritime Services Road Safety Projects	55,581
Roads and Maritime Services Road - Blackspot	148,000
Roads and Maritime Services Road Capital Grants	123,000
Parramatta Road Urban Amenity Improvement	321,793
Library Capital Resources Grant	15,000
TOTAL	7,264,045



Key Financial Performance Measures

In 2018–2019 Council continued to meet or exceed benchmarks for the NSW Office of Local Government’s key financial performance indicators. This is a clear indication of the financial health of Burwood Council.

MEASURE	WHAT THIS MEANS	BENCHMARK	2018–2019 RESULT
Operating performance ratio	This ratio measures Council’s achievement of containing operating expenditure within operating revenue.	above 0%	3.38 %
Own source operating revenue ratio	This ratio measures fiscal flexibility. A lower result indicates a higher reliance on external funding sources.	above 60%	77.42%
Unrestricted current ratio	This ratio assesses the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.	above 1.5x	4.67 X
Debt service cover ratio	This ratio measures the availability of operating cash to service debt	above 2x	10.16 X
Rates, annual charges, interest and extra charges outstanding percentage	This ratio is used to assess the impact of uncollected rates and annual charges on Council’s liquidity and the adequacy of recovery efforts	below 5%	2.93 %
Cash expense cover ratio	This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow.	above 3 months	10.47 months
Buildings and infrastructure renewals ratio	This ratio assesses the rate at which assets are being renewed relative to the rate at which they are depreciating.	>=100%	152.73 %
Asset maintenance ratio	Compares actual and required annual asset maintenance. A ratio above 100% indicates Council is investing enough funds to stop the infrastructure backlog growing.	>100%	119.68 %

• Source for benchmarks: Code of Accounting Practice and Financial Reporting #26

SECTION TWO:

STATUTORY REPORTING INFORMATION

This section contains reporting requirements prescribed by the Local Government Act 1993 and the Local Government (General) Regulation 2005. This includes a summary of Council’s legal proceedings, details of contracts awarded by Council, financial assistance contributions to the community, written off rates and charges, and information relating to the Government Information (Public Access) Act 2009 (NSW).



Councillor Payments and Facilities

During 2018–2019 \$338,319 was spent on fees, expenses and the provision of facilities for Councillors. These were provided in accordance with Council's Councillors' Expenses and Facilities Policy.

MAYOR & COUNCILLORS' FEES		\$
Mayoral Fee		43,150
Councillors' Fees		138,530
Total Fees		181,680
EXPENSES & PROVISION OF FACILITIES FOR MAYOR & COUNCILLORS		
Travelling Expense (Mayoral Vehicle)		18,000
Professional Development, Conferences & Seminars		19,850
Travel Expenses		993
Mayoral Publications (Advertising)		35,212
Mayoral Receptions/Civic Functions		25,538
Grants, Donations		14,182
Telecommunication Expense		4,990
Printing, Stationery & Postage		35,523
Miscellaneous		2,351
TOTAL Expenses		156,639
TOTAL Fees and Expenses		\$338,319

Councillors Professional Development Program activities conducted for the 2018–2019 period

COUNCILLOR	AICD FOUNDATIONS IN DIRECTORSHIP - LOCAL GOVERNMENT NSW LEARNING SOLUTIONS - AUGUST 2018	MEDIA TRAINING - SEPTEMBER 2018	AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION CONFERENCE - APRIL 2019	NATIONAL GENERAL ASSEMBLY - JUNE 2019	NSW LOCAL GOVERNMENT CONFERENCE - OCTOBER 2018
John Faker (Mayor)		Yes			
Lesley Furneaux-Cook			Yes	Yes	Yes
Heather Crichton	Yes			Yes	
Ernest Chan					Yes
George Mannah				Yes	
Raj Dixit	Yes			Yes	Yes
Joseph Del Duca					
Sub-total	\$6,236.00	\$2,200.00	\$200.00	\$8,406.00	\$2,808.75
Total 2018–2019 \$19,850.75					

Total remuneration of the General Manager and senior staff

	SALARY COMPONENT	EMPLOYER SUPER / SALARY SACRIFICE	NON CASH BENEFIT (CAR)	REPORTABLE FBT	NON CASH BENEFIT (LEAVE)
General Manager	\$388,465	\$64,467	\$10,334	\$21,795	\$ -
Acting General Manager	\$22,067	\$2,007	\$975	\$1,443	\$ -
Senior Staff	\$309,129	\$33,872	\$15,965	\$30,456	\$ -
	\$719,661	\$100,346	\$27,274	\$53,694	\$ -

Stormwater Management Services

STORMWATER MANAGEMENT CHARGE	
Levied	\$ 282,000
Spent	\$ 282,000

Drainage works totalling \$282,347 were undertaken at:

- Blair Ave and Acton Street
- Wentworth Road and Cooper Street intersection

**Contracts over \$150,000 signed in 2018–2019**

CONTRACT NAME	NAME OF CONTRACTOR	TOTAL CONTRACT \$ (EXCLUDING GST)
Burwood Park Community Centre	Michael Camporeale Builders	1,099,480
Domestic Waste Management Collection	Cleanaway	1,799,211
Blair Park Amenities Upgrade and Extension	Every Trade	948,543
Henley Park Sports Field Flood Lighting	Rees Electric	533,940
Civil Works throughout the LGA	Mack Civil Pty Ltd	1,143,091
Civil Works throughout the LGA	Pavelink	241,638
Civil Works throughout the LGA	Ally Civil	2,301,877
Civil Works throughout the LGA	Civeco P/L	2,142,468
Civil Works throughout the LGA	D&M Excavating	1,004,120
Architectural Services Relocation Project	Designinc	187,635
Provision of Legal Services	Matthews Folbigg Lawyers	472,215
	Houston Dearn O'Connor	203,414
Construction of Enfield Aquatic Centre S-2	FDG Architects	212,317

Grants to financially assist others

BURWOOD COMMUNITY GRANTS SCHEME - RECIPIENT ORGANISATION	GRANT \$
Child Abuse Prevention Service	6,000
Milk Crate Theatre	6,000
Metro Assist Ltd	5,000
Summer Hill Family Support (auspiced under Weldon Children's Services)	4,000
Usman Khawaja Foundation Ltd	3,000
The Shepherd Centre - for Deaf Children	1,100
Participate Australia Ltd	1,500
St Merkorious Charity Association Inc.	3,000
The Infants' Home Child & Family Services	1,500
Special Children Services Centre Inc.	2,000
Chinese Australian Services Society Ltd	2,000
Asian Women at Work Inc.	2,400
The Greek Orthodox Parish & Community of Burwood & District	1,500
Dae Hahn Culture School	1,000
Total	\$40,000

Partnerships, co-operatives, joint ventures in which Council participated

Council is a member of both CivicRisk Metro and CivicRisk Mutual which operate on insurance principles, charging annual contributions to cover expected insurance and other costs and returning surplus funds to members from time to time as determined by their respective Boards. Council does not make loans or advances to either joint venture.

Costs and results of legal proceedings

During 2018–2019, Council incurred expenses in the amount of \$805,365 in proceedings taken by, or against it, in accordance with Section 428(e) of the Local Government Act 1993. Details of all legal matters dealt with during 2018–2019 are as follows:

SUBJECT	PROCEEDINGS BY BURWOOD COUNCIL	PROCEEDINGS AGAINST BURWOOD COUNCIL	RESULTS	COSTS \$	COSTS AWARDED / RECOVERED / FINES \$
Legal Proceedings					
DA consent breach - 12 Coronation Parade Enfield		x	Won	5,139	
DA consent breach - 12-16 Boundary Street and 13-17 Grosvenor Street Croydon		x	Won	3,292	9,000
DA consent breach - 194-204 Parramatta Road Croydon		x	Won	1,120	
DA consent breach - 33-39 Georges River Road Croydon Park		x	Won		10,335
DA consent breach - 37 Nicholson Street Burwood		x	Won	812	
DA consent breach - 79-81 Liverpool Road Burwood		x	Won		7,000
DA consent breach - 8-12 Wychbury Ave and 7-9 Acton Street Croydon		x	Dismissed	5,423	
Illegal building works - 113-117 Burwood Road Burwood	x		Won	1,684	
Illegal building works - 185 Georges River Road Croydon Park	x		Won	8,416	
Illegal building works - 2 Culdees Road Burwood Heights		x	Ongoing	1,707	
Land & Environment Court - 24 Burleigh Street Burwood		x	Appeal Allowed	9,866	
Land & Environment Court - 269 Georges River Road Croydon Park		x	Ongoing	3,187	
Land & Environment Court - 319-321 Liverpool Road Strathfield		x	Ongoing	11,667	
Land & Environment Court Appeal - 12 Minna Street Burwood		x	Ongoing	36,191	
Land & Environment Court Appeal - 146-152 Liverpool Road Enfield		x	Appeal Allowed	4,140	
Land & Environment Court Appeal - 21-23 Belmore Street Burwood		x	Appeal Allowed	83,916	



SUBJECT	PROCEEDINGS BY BURWOOD COUNCIL	PROCEEDINGS AGAINST BURWOOD COUNCIL	RESULTS	COSTS \$	COSTS AWARDED / RECOVERED / FINES \$
Land & Environment Court Appeal - 21-23 Gladstone Street Burwood		x	Appeal Allowed	1,938	
Land & Environment Court Appeal - 31 Wyatt Avenue Burwood		x	Appeal Dismissed	22,105	
Land & Environment Court Appeal - 4 George St Burwood		x	Appeal Discontinued	8,910	
Land & Environment Court Appeal - 5 Oxford Street Burwood		x	Appeal Discontinued	42,658	
Land & Environment Court Appeal - 55a-57 Stanley Street Burwood		x	Ongoing	6,530	
Land & Environment Court Appeal - 77 Liverpool Road Burwood		x	Appeal Allowed	25,148	
Land & Environment Court Appeal - 9-11 Oxford Street and 98 Wentworth Road Burwood		x	Appeal Allowed	1,193	25,000
Local Court - 19-25 Everton Road Strathfield		x	Ongoing	6,120	
Local Court - 7 Deane Street and 1-3 Marmaduke Street Burwood	x		Ongoing	3,643	36,000
Supreme Court - 13 Appian Way Burwood		x	Ongoing	212,894	
Unlawful use - 10 Daisy Street Croydon Park	x		Ongoing	68,621	
Unlawful use - 185G Burwood Road Burwood	x		Ongoing	148	
Unlawful use - 4/320 Liverpool Road Enfield	x		Orders issued	10,189	
Unlawful use - 45 Cheltenham Road Croydon	x		Won	15,629	495
Unlawful use - L1, 41 George Street Burwood	x		Won	6,890	3,500
Works without approval - 1 Lyon Street Strathfield		x	Won	3,438	
Total				\$612,612	\$91,330
Legal Services					
Environment Enforcement				8,942	265,242
Legal Advice - Miscellaneous Matters				34,686	13,815
Legal Advice - Council Contractual Obligations				101,817	3,797
Debt Recovery Actions				34,855	51,414
Voluntary Planning Agreements				12,454	6,249
Total				\$192,754	\$340,517

Council uses the services of a debt collection agency for the collection of overdue rates and charges and sundry debtor accounts. As a result of this service, some legal proceedings are instigated. The cost of this service amounted to \$34,327 for the period 2018–2019, of which the majority is recoverable from the debtor.

Legal expense category	Amount Paid	Amount Received
Planning and Building	612,612	91,330
Debt recovery	34,855	51,414
Other	157,899	289,103
Total	\$805,365	\$431,847
Grand total	\$1,610,731	\$863,694

Government Information (Public Access) Act

Clause 8A: Details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review.

Reviews carried out by the agency	none
Information made publicly available by the agency	none

Clause 8B: The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Total number of applications received 39

Clause 8C: The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure)

	NUMBER	% OF TOTAL
Number of Applications Refused - wholly	0	0%
Number of Applications Refused - partly	0	0%
Total	0	0%

Table A: Number of applications by type of applicant and outcome

TYPE OF APPLICANT	ACCESS GRANTED IN FULL	ACCESS GRANTED IN PART	ACCESS REFUSED IN FULL	INFORMATION NOT HELD	INFORMATION ALREADY AVAILABLE	REFUSE TO DEAL WITH APPLICATION	REFUSE TO CONFIRM/DENY WHETHER INFORMATION IS HELD	APPLICATION WITHDRAWN	TOTAL	% OF TOTAL
Media	0	0	0	0	0	0	0	0	0	0
Members of parliament	0	0	0	0	0	0	0	0	0	0
Private sector business	10	0	0	0	0	0	0	0	10	26%
Not for Profit organisations or community groups	0	0	0	0	0	0	0	0	0	0
Members of the public by legal representative	11	0	0	0	0	0	0	1	12	31%
Members of the public - other	17	0	0	0	0	0	0	0	17	44%
Total	38	0	0	0	0	0	0	1	39	100%
% of total	97%	0%	0%	0%	0%	0%	0%	3%		

Table B: Number of applications by type of application and outcome*

TYPE OF APPLICANT	ACCESS GRANTED IN FULL	ACCESS GRANTED IN PART	ACCESS REFUSED IN FULL	INFORMATION NOT HELD	INFORMATION ALREADY AVAILABLE	REFUSE TO DEAL WITH APPLICATION	REFUSE TO CONFIRM/DENY WHETHER INFORMATION IS HELD	APPLICATION WITHDRAWN	TOTAL	% OF TOTAL
Personal information applications	0	0	0	0	0	0	0	0	0	0
Other access applications	38	0	0	0	0	0	0	1	39	100%
Access applications that are partly personal	0	0	0	0	0	0	0	0	0	0
Total	38	0	0	0	0	0	0	1	39	100%
% of total	97%	0%	0%	0%	0%	0%	0%	0%	3%	

* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

REASON FOR INVALIDITY	NO OF APPLICATIONS	% OF TOTAL
Application does not comply with formal requirements (section 41 of the Act)	2	100%
Application is for excluded information of the agency (section 43 of the Act)	0	0
Application contravenes restraint order (section 110 of the Act)	0	0
Total number of invalid applications received	2	
Invalid applications that subsequently became valid applications	1	50%

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act

MATTERS LISTED IN SCHEDULE 1 OF ACT	NUMBER OF TIMES CONSIDERATION USED	% OF TOTAL
Overriding secrecy laws	0	0
Cabinet information	0	0
Executive Council information	0	0
Contempt	0	0
Legal professional privilege	0	0
Excluded information	0	0
Documents affecting law and public safety	0	0
Transport safety	0	0
Adoption	0	0
Care and Protection of children	0	0
Ministerial code of conduct	0	0
Aboriginal and environmental heritage	0	0
Privilege generally – Sch.1(5A)	0	0
Information provided to High Risk Offenders Assessment Committee	0	0
Total	0	

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act

MATTERS LISTED IN TABLE TO SECTION 14 OF ACT	NUMBER OF TIMES CONSIDERATION USED	% OF TOTAL
Responsible and effective government	0	0
Law enforcement and security	0	0
Individual rights, judicial processes and natural justice	0	0
Business interests of agencies and other persons	0	0
Environment, culture, economy and general matters	0	0
Secrecy provisions	0	0
Exempt documents under interstate Freedom of Information legislation	0	0
Total	0	



Table F: Timeliness

MATTERS LISTED IN TABLE TO SECTION 14 OF ACT	NUMBER OF APPLICATIONS	% OF TOTAL
Decided within the statutory timeframe (20 days plus any extensions)	36	95%
Decided after 35 days (by agreement with applicant)	0	0
Not decided within time (deemed refusal)	2	5%
Total	38	

Table G: Number of applications reviewed under Part 5 of the Act by type of review and outcome

	DECISION VARIED	DECISION UPHELD	TOTAL	% OF TOTAL
Internal review	0	0	0	0
Review by Information Commissioner	0	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0	0
Review by NCAT	0	0	0	0
Total	0	0	0	
% of Total	0	0		

Table H: Applications for review under Part 5 of the Act by type of applicant

	NUMBER OF APPLICATIONS FOR REVIEW	% OF TOTAL
Applications by access applicants	0	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0
Total	0	

Table I: Applications transferred to other agencies.

	NUMBER OF APPLICATIONS FOR REVIEW	% OF TOTAL
Agency-Initiated Transfers	0	0
Applicant - Initiated Transfers	0	0
Total	0	

Public Interest Disclosure

Council has a Public Interest Disclosure Policy in place. In 2018-2019 the policy was placed on the website, all staff were involved in Code of Conduct training and Public Interest Disclosure sessions were held for Councillors and Management.

Number of Public Interest Disclosures made by a public official	3
Number of Public Interest Disclosures received:	3
• Number of Public Interest Disclosures received primarily about maladministration	1
• Number of Public Interest Disclosures received primarily about corrupt conduct	2
Number of Public Interest Disclosures finalised	3

Equal Employment Opportunity Statement

During the period 2018-2019 Council commenced the review of the existing Equal Employment Opportunity Management Plan. Part of the review informed the Resourcing Strategy and development of the Workforce Plan. The revised plan is anticipated to come into effect during 2019-2020.

Compliance with, and effect of, Planning Agreements in force

ADDRESS	APPLICANT	STATUS OF THE VOLUNTARY PLANNING AGREEMENT	BENEFITS TO COUNCIL UNDER THE VOLUNTARY PLANNING AGREEMENT	IN ADDITION TO CONTRIBUTIONS MADE UNDER SECTION 7.12 OF THE EP&A ACT
26 Parnell Street, Strathfield	Seiner Pty Ltd	Executed	Monetary contribution to fund the open space and community facilities provision	Yes
12-14 Gloucester Avenue, Burwood	Springland Developments	Received	As above	Yes
4 George Street and 7 Deane Street, Burwood	Dean Street Holdings Pty Ltd	Received	As above	Yes
56-60 Burwood Road, Burwood	CVA Apartments Pty Ltd	Withdrawn	As above	Yes



Private swimming pool inspections

239 Private swimming pool inspections were carried out.

Companion Animals Statement

All pound data returns were lodged within the requirements of the Companion Animal Act.

All stray dogs are impounded and taken to the Enfield Veterinary Clinic which acts as Council's pound. The pound attempts to rehome all animals. Council has continued to ensure that the majority of dogs are rehomed. All companion animals released from Council's pound are de-sexed and microchipped prior to finding a new home.

All dog attacks were reported to the Office of Local Government as required. Burwood LGA recorded a low dog attack rate of 5 in 2018-2019. This low rate is due to proactive enforcement by Council officers with a focus on unleashed roaming dogs and park patrols. Council officers patrol all parks on a daily basis including off leash areas.

Currently Council has four off leash dog areas in the Burwood LGA located within Blair Park, Henley Park, Grant Park and Burwood Park.

Statutory reporting items with a Nil Return

In 2018-2019 Burwood Council had nothing to report against the following items:

- Overseas visits by Councillors and Staff
- Special rate variation funded activity
- Rates and charges written off during the year
- Environmental upgrade agreements
- Capital expenditure review
- Partnerships, co-operatives, joint ventures in which Council has a controlling interest
- External bodies with delegated functions
- Compliance with the Carers Recognition Act
- Work carried out on private land
- Recovery and threat abatement plans



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