

## ORDINARY MEETING

Notice is hereby given that a meeting of the Council of Burwood will be held electronically on Tuesday 29 June 2021 at 6:00pm to consider the matters contained in the attached Agenda.

In the overriding interests of public health and safety during the current COVID-19 pandemic, Council will be conducting its meeting electronically as per provisions under the *Local Government Act 1993*. The customary face-to-face public participation opportunity has been replaced with the opportunity to speak via teleconference link. Written submissions on agenda items will also be accepted. The written submissions will be acknowledged at the meeting and referenced in the minutes.

Tommaso Briscese  
**GENERAL MANAGER**

### **Our Mission**

**Burwood Council will create a quality lifestyle for its citizens  
by promoting harmony and excellence in the delivery of its services**

# AGENDA

FOR AN ORDINARY MEETING OF BURWOOD COUNCIL  
TO BE HELD ELECTRONICALLY ON TUESDAY 29 JUNE 2021 AT 6.00PM.

**1. I DECLARE THE MEETING OPEN AT [TIME AS SHOWN ON COMPUTER] (ANNOUNCED BY CHAIR)**

**2. ACKNOWLEDGEMENT OF COUNTRY (READ BY CHAIR AS FOLLOWS)**

*I would like to acknowledge the Wangal people of the Eora Nation who are the traditional custodians of this land. I would also like to pay respect to their elders, both past and present, and extend that respect to other First Nations People who may be present.*

**3. PRAYER (READ BY CHAIR)**

*Lord, we humbly beseech thee to vouchsafe thy blessing on this Council, direct and prosper its deliberations for the advancement of this area and the true welfare of its people. Amen.*

**4. RECORDING OF MEETING (ADVICE READ BY CHAIR AS FOLLOWS)**

*Please note that meetings of Council and Council Committees are audio recorded for the purpose of assisting with the preparation of meeting minutes and promoting public transparency. The recordings are subject to the provisions of the Government Information (Public Access) Act 2009 and are promptly made available for public review via the Council website.*

**5. APOLOGIES/LEAVES OF ABSENCE (CALLED FOR BY CHAIR)**

**6. DECLARATIONS OF INTERESTS BY COUNCILLORS (CALLED FOR BY CHAIR)**

**7. DECLARATION OF POLITICAL DONATIONS (ANNOUNCEMENT READ BY CHAIR AS FOLLOWS)**

*A person who makes a development application to Council (or any person with a financial interest in the application) must disclose any reportable political donation or gift made to any councillor or officer of Council. This statutory requirement for disclosure is highlighted on forms for submission of development applications to Council.*

*Council is also obliged by law to publish details of all reportable political donations or gifts on its website.*



*Any person present having business before Council today as an applicant (or other party with a financial interest in such application), and has not yet made an appropriate disclosure about a political donation, is now invited to approach the General Manager to make their statutory disclosure.*

**8. RECORDING OF COUNCILLORS VOTING ON PLANNING DECISIONS (ANNOUNCEMENT READ BY CHAIR AS FOLLOWS)**

*In accordance with Section 375A of the Local Government Act 1993, a division must be called for and taken on each planning decision made under the Environmental Planning & Assessment Act 1979. Details of voting for and against the resolutions will be recorded in the meeting minutes and in the statutory register of such voting.*

**9. CONFIRMATION OF MINUTES (RECOMMENDATION ANNOUNCED AS FOLLOWS)**

*I move that the minutes of the Council Meeting held on 25 May 2021, copies of which were previously circulated to all councillors be hereby confirmed as a true and correct record of the proceedings of that meeting.*

**10. ANNOUNCEMENT OF PUBLIC FORUM – OPEN FORUM THENCE ADDRESSES BY THE PUBLIC ON ITEMS LISTED IN THE AGENDA  
(CHAIR TO ANNOUNCE THE FOLLOWING THEN CALL FOR SPEAKERS AS PER REGISTRATION DETAILS PROVIDED WHERE APPLICABLE)**

*Participation by speakers is subject to them confirming they have read and accepted the guidelines about addressing the Council meeting. They also acknowledge that the meeting is being recorded and this forms part of records which are retained by Council and made publicly accessible. Speakers must refrain from providing personal information unless it is central to the subject being discussed, particularly where the personal information relates to anyone not present at the meeting. Council accepts no responsibility for any defamatory comments made.*

**OPTIONAL STATEMENT WHERE WRITTEN SUBMISSIONS HAVE BEEN LODGED**

*Written submissions have been submitted for this meeting and copies circulated directly to all councillors. The following submissions are acknowledged [details of the submissions as appropriate] and will be referenced in the minutes of the meeting.*

## **11. OPEN FORUM**

**(CHAIR INVITES SPEAKERS TO BE HEARD AS PER REGISTRATION DETAILS)**

## **12. ADDRESSES BY THE PUBLIC ON AGENDA ITEMS**

**(CHAIR INVITES SPEAKERS TO BE HEARD AS PER REGISTRATION DETAILS)**

## **13. AGENDA ITEMS AS LISTED IN THE BUSINESS PAPER**

**(CHAIR MOVES THROUGH ITEMS OF BUSINESS AS PER CODE OF MEETING PRACTICE)**

## **14.1 DECLARE THE MEETING CLOSED AT [TIME AS SHOWN ON COMPUTER]**

**(ANNOUNCED BY CHAIR)**

## **OPEN FORUM COMMENCES**

## **ADDRESS BY THE PUBLIC ON AGENDA ITEMS COMMENCES**

### **MAYORAL MINUTES**

### **NOTICES OF MOTION**

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## CONFIDENTIAL ITEMS

(ITEM 46/21)	PAVING THE WAY PROGRAM - SUSTAINABLE PAVEMENTS - ROAD CONSTRUCTION MATERIAL AND RELATED SERVICES REPORT SSROC TENDER T2020-09 (RECYCLED CRUSHED GLASS)
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*That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

(ITEM 41/21)	BURWOOD LOCAL PLANNING PANEL - APPOINTMENT OF NEW AND RETURNING MEMBERS
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*That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.*

## NOTICE OF MOTION

### (ITEM NM5/21) TRAFFIC CONCERNS MITCHELL STREET AND PORTLAND STREET

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File No: 21/27006

#### **Summary**

Local residents have recently provided feedback in relation to the traffic issues in Mitchell Street and Portland Street Enfield.

Residents have reported a number of incidents of high speed and dangerous driving along both Mitchell and Portland Street Enfield. Residents have noted these streets are used regularly as a short cut to surrounding main roads and are frequently used by trucks and other vehicles accessing Flower Power and Henley Park.

Consideration should be given to the installation of traffic calming devices in both Mitchell and Portland Streets, a reduction in the speed limit to 40km and the installation of 'No Right Turn' signs on the corner of Mitchell Street and Coronation Parade, preventing vehicles travelling from the south of Coronation Parade to enter Mitchell Street, and vehicles from Mitchell Street turning right onto Coronation Parade.

#### **Operational Plan Objective**

**4.1.1** Ensure strategies accommodate population growth

**4.1.4** Enhance road and pedestrian safety

#### **Councillor Raj Dixit to move that:**

1. The General Manager investigates the installation of traffic calming devices in both Mitchell and Portland Streets, a reduction in the speed limit to 40km and the installation of 'No Right Turn' signs on the corner of Mitchell Street and Coronation Parade, preventing vehicles travelling from the south of Coronation Parade to enter Mitchell Street, and vehicles from Mitchell Street turning right onto Coronation Parade.
2. Once the investigation is completed the General Manager to refer any recommendations to the Burwood Local Traffic Committee for review.

#### **Attachments**

There are no attachments for this report.

## **(ITEM 39/21) ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021-2022, STATEMENT OF REVENUE POLICY AND SCHEDULE OF FEES AND CHARGES FOR 2021-2022**

File No: 21/27087

REPORT BY GROUP MANAGER CORPORATE PLANNING & COMMUNICATIONS; CHIEF FINANCE OFFICER

### **Summary**

The purpose of this report is to seek Council's adoption of the:

- Operational Plan and Budget 2021-2022
- Statement of Revenue Policy 2021-2022
- Schedule of Fees and Charges 2021-2022

### **Operational Plan Objective**

- 2.1 Community confidence in Council's decision making.
- 2.1.3 Ensure transparency and accountability in decision making.
- 2.3 Identify and maintain additional revenue sources to ensure financial sustainability.

### **Background**

Council at its meeting of 25 May 2021 resolved to place on public exhibition the Draft Operational Plan and Budget 2021-2022 and Draft Statement of Revenue Policy, including draft Schedule of Fees and Charges for 2021-2022, for a period of 28 days between 26 May and 23 June 2021.

### **Proposal**

Adoption of Operational Plan and Budget 2021-2022 and Draft Statement of Revenue Policy, including draft Schedule of Fees and Charges for 2021-2022

### **Consultation**

In accordance with the requirements of the *Local Government Act 1993*, Council advertised its draft plans:

- On Council's website
- On Council's Social Media platforms
- On Council's E-Newsletter
- In Council's printed Newsletter

In addition, hard copies of the documents were made available at the Customer Service Centre.

### **Digital Communications Statistics**

#### **Website - total views during public exhibition period as at 16 June 2021**

Burwood Council website	11,534 views
Public Exhibition section	207 views

**Facebook - total views during public exhibition period as at 16 June 2021**

Date	Reach	Likes	Comments	Shares	Post Clicks	Engagement
May 27	617	5	0	0	3	8
June 4	756	7	0	1	14	22
June 4 – Burwood Mayor	182	3	0	0	5	8
June 9	342	4	0	1	2	7

**Instagram - total views during public exhibition period as at 16 June 2021**

Date	Reach	Likes	Comments	Shares	Saves	Impressions
May 27	160	9	0	0	0	168
June 9	154	5	0	0	0	160

**Twitter - total views during public exhibition period as at 16 June 2021**

Date	Impressions	Engagement	Engagement Rate
May 27	156	0	0.0%
June 4	192	1	0.5%
June 9	109	0	0.0%

**E-News**

Date	Recipients	Clicks on have your say
June 4	14,248	5 clicks

**Burwood Update Newsletter – June**

Distribution 18,000 to all households and businesses in LGA

**Submissions**

As of Monday 21 June 2021 Council received one public submission and is attached to this report. Any further submissions received will be presented at the Council Meeting of 29 June 2021.

Submission Received	Comment/Submission	Council Officer Comment
Friends of Iron Cove Creek	We are interested in the potential for Iron Cove Creek (also known as the Dobroyd Canal) to support a walk and cycleway. This year, we have been running a survey of community members to see what people think. We have more than 430 responses, with 97.7% of respondents saying that they want the project to go ahead. We have collected hundreds of comments calling for places to cycle safely – and in particular, places for children to cycle safely. We have delivered over a thousand flyers, but haven't yet covered the entire catchment, and have more plans for community outreach. Thirteen percent of current respondents live in the Burwood LGA. The canal runs from the Ashfield Aquatic Centre all the way to the Bay Run, and is within	Burwood Council is supportive of the vision for additional pedestrian and bicycle facilities along Iron Cove Creek. Whilst this described walk and cycleway does not fall within part of the Burwood Local Government Area, it is important to ensure that cycleways between neighbouring LGAs link in order to ensure a continuous and harmonious experience for users. Burwood Council will continue to liaise with Inner West Council when developing our future Active Transport and Pedestrian Access and Mobility Plans.

	<p>a kilometre of nine schools, at least nine childcare and early education centres, and the Centenary Park and Hammond Park sports grounds. We are hoping that this walk and cycleway will become the backbone of a larger network of safe cycle lanes, so that school students can travel to school and sports activities safely and independently, and parents have the option to walk or cycle, like they do in cities around the world.</p> <p>The survey respondents want to see more safe, separated cycling infrastructure installed – in particular safe for children to ride on.</p> <p>Friends of Iron Cove Creek encourage the direction of more resources to the Transport Planning and Engineering function within Council in order to progress related safe walking and separated cycling initiatives within Burwood, particularly given the desire for safer cycling and walking infrastructure in the LGA shown by the survey responses.</p> <p>We are happy to meet with Council representatives to discuss this submission or our community consultation further, at any time.</p>	
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### **Proposed New Fees and Charges – Henley Park and Blair Park Amenities Buildings**

During the public exhibition period Council further reviewed the fees for Henley Park and Blair Park Amenities Buildings, which have been recently upgraded. The following Fees and Charges have now been included to reflect the recently upgraded or new facilities available. These Fees and Charges include GST.

#### **Henley Park Community Room**

<b>Category</b>	<b>Monday - Friday</b>	<b>Saturday, Sunday and Public Holidays</b>
Commercial and Private Charge	\$30 per hour	\$35 per hour
Non Profit	\$15 per hour	\$17.5 per hour
Community, Seniors & Students	\$7.50 per hour	\$8.75 per hour

#### **Commercial Kitchen – Henley Park and Blair Park**

<b>Category</b>	<b>Proposed Fee</b>
Commercial and Private Charge	\$55/hr (min 2 hours)
Non Profit	\$27.50/hr (min 2 hours)
Community, Seniors & Students	\$13.75/hr (min 2 hours)
Seasonal Fee	\$1,430 (\$65/week)
Cleaning fee end of season	\$150
Cleaning/Damage Deposit Bond	\$500
AV Bond	\$100

#### **Storage Hire - Henley Park and Blair Park**

Storage Room	\$1,500 per annum
Large Cupboard Charge	\$50 per month
Office Space	\$3,000 per annum

These new Fees and Charges have been developed in line with other Council facilities available throughout the Burwood LGA as well as a comparison with neighbouring Councils for similar type facilities. Regular user groups will be consulted throughout the public exhibition period to ensure they are provided with adequate opportunity to comment and provide input on the new proposed fees prior to adoption by Council.

### **Planning or Policy Implications**

The Operational Plan and Budget 2021-2022 supports the current four-year Delivery Program 2018-2022.

Every year the Delivery Program is reviewed and if there are significant changes it must be put on public exhibition and adopted by Council. This year the Delivery Program has been reviewed and there were no changes. Therefore, it was not necessary to exhibit or go up to Council again for adoption. It should be noted that the new draft fees and charges for Henley Park and Blair Park Amenities Buildings are required to be placed on public exhibition under section 405 of the *Local Government Act 1993* to enable consultation with the community prior to adoption.

The Operational Plan and Budget 2021-2022 is based on a realistic and current understanding of Council's capacity to deliver the targets identified in the Delivery Program 2018-2022.

### **Financial Implications**

The resourcing of the Operational Plan 2021-2022 is detailed in the Budget 2021-2022.

### **Conclusion**

Operational Plan 2021-2022 reflects the strategic targets identified in Burwood's 20-year Community Strategic Plan and details the actions Council believes need to be implemented over the year to achieve the community's needs. The Budget details the necessary financial resources, and their allocation, required to deliver the services and activities identified as priorities.

### **Recommendation(s)**

1. That Council note that one submission has been received (as of 23 June 2021), relating to the Draft Operational Plan and Budget 2021-2022 and the Draft Statement of Revenue Policy incorporating the Schedule of Fees & Charges for 2021-2022.
2. That Council adopt the Operational Plan 2021-2022.
3. That Council adopt the Budget 2021-2022
4. That Council levy two ordinary rates, being "Residential" and "Business".
5. That the "Residential" rate be sub-categorised into:
  - Residential
  - Residential – Town Centre
6. That the "Business" rate be sub-categorised into sub-categories, being:
  - Business A
  - Business B
  - Business C
  - Business D
  - Town Centre – Minor Business



7. That Council continue to adhere to the minimum/ad-valorem basis of rating with a reasonable substantial minimum rate set at an amount determined to be the contribution required to cover the provision of the basic activities of the Council.
8. That Council make:
  - a. An Ordinary Rate (Residential) of 0.00148696 in the dollar on all rateable residential land in the Burwood Council area excluding Residential–Town Centre land, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,063.32;
  - b. An Ordinary Rate (Residential–Town Centre) of 0.00075888 in the dollar on all rateable residential land in the Burwood Council area defined and categorised as Residential–Town Centre land, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,356.01;
  - c. An Ordinary Rate (Business A) of 0.00208960 in the dollar on all rateable business land in the Burwood Council area other than the rateable business land included in sub-categories Business B, Business C, Business D and Town Centre–Minor Business, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,162.79;
  - d. An Ordinary Rate (Business B) of 0.00301341 in the dollar on all rateable business land within the centre of activity defined, and categorised Category Business B, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,162.79;
  - e. An Ordinary Rate (Business C) of 0.00385774 in the dollar on all rateable business land within the centre of activity defined, and categorised Category Business C, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,162.79;
  - f. An Ordinary Rate (Business D) of 0.00644608 in the dollar on all rateable business land within the centre of activity defined, and categorised Category Business D with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,487.51;
  - g. An Ordinary Rate (Town Centre–Minor Business) of 0.00243340 in the dollar on all rateable business land within the defined Town Centre area and categorised as Town Centre–Minor Business, with the minimum amount payable for this rate in respect to each separate parcel of rateable land be the sum of \$1,487.51;
  - h. A Residential Waste Management Service Availability Charges (Residential Waste Charge or Res Strata Waste Charge) in accordance with Section 496 of the *Local Government Act 1993* for 2021-2022 of \$430.00 as per Schedule of Fees and Charges.
  - i. A Stormwater Management Service Charges (Stormwater Management Service Charge) in accordance with Section 496A of the *Local Government Act 1993* and Clauses 125A and 125AA of *Local Government (General) Regulation 2005*, as denoted in the 2021-2022 Schedule of Fees and Charges document.
  - j. Charges pursuant to Section 611 of the *Local Government Act 1993* as denoted in the 2021-2022 Schedule of Fees and Charges document, with the exception of the new draft fees and charges for the Henley Park and Blair Park Amenities Buildings.

9. That Council note the Rate Yield for 2021-2022 with the Independent Pricing and Remuneration Tribunal (IPART) Special Rate Variation (SRV) increase of 4.5% and the rates shown in the following table:

<b>2021-2022 RATING STRUCTURE WITH +4.5% Rate Peg and Other Mandatory Adjustments</b>						
<b>RATE TYPE</b>	<b>CATEGORY</b>	<b>TOTAL NUMBER OF ASSESSMENTS</b>	<b>RATE IN THE DOLLAR</b>	<b>NUMBER MIN. RATE ASSESSMENTS</b>	<b>MINIMUM RATE</b>	<b>TOTAL YIELD</b>
Ordinary	Residential	10,357.08*	0.00148696	4,365.90*	\$1,063.32	\$15,696,124
Ordinary	Business A	464.92*	0.00208960	146.24*	\$1,162.79	\$1,568,347
Ordinary	Business B	43	0.00301341	3	\$1,162.79	\$627,608
Ordinary	Business C	31	0.00385774	2	\$1,162.79	\$455,841
Ordinary	Business D	42	0.00644608	4	\$1,487.51	\$2,478,212
Ordinary	Residential Town Centre	3,439	0.00075888	3,401	\$1,356.01	\$4,839,059
Ordinary	Town Centre - Minor Business	399	0.00243340	226	\$1,487.51	\$1,597,005
Total		14,776		8,148.14		\$27,262,196

10. That the yield from the Residential Waste Management Service Availability Charges of \$6,556,347.45 be noted in the Statement of Revenue Policy 2021-2022.
11. That the yield from the Stormwater Management Service Charges of \$294,142.50 be noted and updated in the Statement of Revenue Policy 2021-2022.
12. That the yield for the Section 611 Charges (Gas Mains Assessment) be noted and will be approximately \$26,000.
13. That for the 2021-2022 rating year a one-off additional increase of \$25 such that the additional pensioner rebate will be \$150 in addition to any other pensioner rates concession granted to a rates assessment of an eligible pensioner.
14. That Council adopt the maximum rate of interest payable on overdue rates and charges as determined by the Minister.
15. That the General Manager levy the rates and charges for the period 1 July 2021 to 30 June 2022 by service of the rates and charges notices pursuant to the *Local Government Act 1993* and the Regulations made there under.
16. That Council adopt the tabled 2021-2022 Statement of Revenue Policy incorporating the Schedule of Fees & Charges for 2021-2022 along with Council's Loan Borrowing allocation of \$1 million for the upgrade of Enfield Village Infrastructure Works.
17. That Council delegate to the General Manager the delivery of the Capital Works program in line with a detailed plan of works/services and budget for the financial year 2021-2022 including the acquisition of goods and services, request for quotations and tendering for roads, footpaths, kerb and gutter and drainage works using prescribed agencies under Section 55 of the *Local Government Act 1993* and NSW Government panels available to Council.
18. That Council place the new draft fees and charges for the Henley Park and Blair Park Amenities Buildings as outlined in this report on public exhibition for a period of 28 days and

provide a report back to Council following the conclusion of the public exhibition period, as required by section 405 of the *Local Government Act 1993*.

**Attachments**

- 1 Draft - Burwood Operational Plan 2021-22
- 2 Draft - Fees and Charges 2021-2022
- 3 Draft - Statement of Revenue Policy\_2021-22
- 4 Submission - FICC Burwood Budget 2021



**Burwood 2030 Delivery Program 2018-2022** YEAR 4



**Operational Plan & Budget 2021-2022**



**BURW2030D**  
DRAFT JUNE 2021  
FOR PUBLIC EXHIBITION



**Burwood**  
Inc.1874

Burwood . Burwood Heights . Croydon . Croydon Park . Enfield . Strathfield





## About Burwood

Located between Sydney and Parramatta cities, the Burwood local government area is a melting pot of culture with a thriving business and retail centre surrounded by historic villages, each with their own distinct 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 has made Burwood an attractive destination for people to live, work and visit.

The Burwood Local Government Area is rich in cultural diversity with more than half of our residents born overseas. Burwood Council covers 7 square kilometres with a population of more than 39,800.

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## Acknowledgement 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.

## 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 Ernest Chan**  
Deputy Mayor



**Cr Heather Crichton**  
Councillor



**Cr Joseph Del Duca**  
Councillor



**Cr Raj Dixit**  
Councillor



**Cr Lesley Furneaux-Cook**  
Councillor



**Cr George Mannah**  
Councillor

## Mayor's message

Over the past few months Council has been out and about listening to our community about what's important to them and where Council should set its priorities. This has informed the Operational Plan and Budget for 2021-2022.

This important document outlines the goals, objectives and actions Council will undertake in the coming year to fulfil its commitment to deliver the community's vision as outlined in the Burwood 2030 Community Strategic Plan.

We will continue to improve our services and facilities to support the needs and lifestyle of our community. Building on our programs we will ensure, during this exciting time of growth, we can enhance our healthy, safe and sustainable environment and provide opportunities for our residents, local businesses and visitors to celebrate our diverse and vibrant cultural life.

The coming months will see the completion of some exciting projects that will bring great health benefits

to our community including \$5.4 million upgrades to the Enfield Aquatic Centre including a new indoor pool and the \$2.46 million multipurpose courts and carpark at Grant Park.

We will continue to invest in the beautification of our town centres and open spaces and deliver more public art by our talented artists with messages that reflects our place, our culture, and our people.

As our businesses rebound after the effects of the COVID Pandemic we will continue to look for ways to support and promote them.

I am pleased to introduce this plan and look forward to working with my fellow Councillors, staff and residents to ensure our Council remains a leader in providing services to the community.

**Cr John Faker**  
Mayor of Burwood



## General Manager's message

After 2020 presented our community with innumerable challenges we can optimistically look forward to our future as we build on the great partnership between Council, community and businesses that remains our greatest strength.

This Operational Plan and Budget acknowledges the change we have experienced, provides support and stability, and takes the opportunity to promote innovation and collaboration.

As a Council we continue our transformative journey as we strive to improve the customer experience in all aspects of our business, as well as enhance our digital capabilities to provide flexible and environmentally sustainable services.

Our community engagement continues to be strengthened through our social media channels including WeChat and other multicultural media, while we will also continue to celebrate the diversity of our community by seeking to establish better connections and meaningful interactions with the groups and businesses that add such colour to the Burwood community.

This Plan also sets out our strategic position and charts a path that will see us continue to build partnerships with neighbouring councils and state and federal agencies to cement Burwood's position as the strategic hub of central Sydney.

In September the community will go to the polls for the Council Election of 2021. We will continue to work with the newly elected Councillors to deliver the outcomes and benefits laid out in this plan.

The election marks the beginning of the next planning cycle. We will once again consult with our community and Councillors to capture their aspirations for the future of Burwood. This will inform the Community Strategic Plan to 2036 and help us plan our services and projects to the year 2026.

Our main goal remains to improve the accessibility and amenity of our area, to create a liveable and lovable place for those who choose to work, study, live and grow their families here.

**Tommaso Briscese**  
General Manager





The Operational Plan and Budget 2021-2022 outlines the annual actions and planned expenditure that Council will undertake to work towards the community's vision.



# Implementing the vision

## Integrated Planning and Reporting

The Operational Plan is part of the process of Integrated Planning and Reporting (IP&R). The process is led by the NSW Government and provides a framework for all NSW Councils to plan, deliver and monitor services for our community. The key elements of the framework are structured as follows:

1. *Burwood 2030* Community Strategic Plan (CSP) identifies the community aspirations for 2030.
2. Delivery Program 2018-2022 is a four year Council plan that sets out the goals and objectives Council will undertake during its term of office.
3. Operational Plan and Budget 2021-2022 outlines the annual actions and planned expenditure that Council will undertake work towards the community's vision.
4. The Resourcing Strategy outlines how Council will resource its long term commitment.



## Understanding the Delivery Program and Operational Plan and Budget

The Operational Plan is divided into five themes identified in *Burwood 2030* Community Strategic Plan (CSP):

- Community and lifestyle
- Leadership and innovation
- Healthy and sustainable environment
- Planning and infrastructure
- Vibrant city and villages

Each theme has a series of numbered strategic goals and objectives linked to the CSP through the Delivery Program to ensure that Council is delivering services in line with the community's vision.

Responsibilities have been allocated to each of the objectives and achievements have been identified

for Council to implement through the Operational Plan 2021-2022.

## Reporting on the outcomes

The objectives outlined in the Delivery Program and Operational Plan will be assessed and reported on a half-yearly basis.

Progress reports will be provided to the Council and the public.

Council's Annual Report will include annual achievements made in line with the Community Strategic Plan.

## Endorsing the Plan

The Delivery Program and Operational Plan and Budget will be placed on exhibition from 26 June 2021 until 23 July 2022 and members of the community are invited to provide their feedback.

# 1: Community and lifestyle

## 1.1: High quality facilities, services and initiatives to meet the diverse needs of the community

1.1.1: Provide a diverse range of strategies and initiatives that meet the needs of the community		
Code	Delivery Program Objectives	Operational Plan Achievements
1.1.1.1	Use the results of the Community Facilities and Open Space Strategy to provide services to meet the current and future needs of diverse members in the community. (LSPS Actions 2.3 and 10.1)	Monitor, review and develop programs to assist diverse groups in the community such as seniors, youth, families and children, people living with a disability and people on low income
1.1.1.2	Provide financial assistance for community projects and actively seek funding from other sources	Administer a grants program and actively promote other funding opportunities available to community groups
	Investigate options for shared use of land, for example, schools. (LSPS Action 10.2)	Engage with other agencies to determine options for shared use of land.
1.1.2: Provide library services that engage the community in lifelong learning and provide recreational and social opportunities in accessible and people-friendly environments and spaces		
Code	Delivery Program Objectives	Operational Plan Achievements
1.1.2.1	Provide a range of information and services to meet the needs of new and existing members	Identify and implement resources and information services
1.1.2.2	Provide resources to reflect the needs and interests of the multicultural community	Increase number of language resources available based on the demands and needs of the community
1.1.2.3	Establish key partnerships with agencies and services providers	Deliver services, resources and initiatives in conjunction with agencies and service providers
1.1.3: Provide active and passive recreational and sporting activities that contribute to health and wellbeing		
Code	Delivery Program Objectives	Operational Plan Achievements
1.1.3.1	Enhance facilities at the Enfield Aquatic Centre to optimise use	Construct a new Learn to Swim -25m indoor pool at Enfield as part of the Enfield Aquatic Masterplan
1.1.3.2	Offer programs at the Enfield Aquatic Centre based on the needs of residents and patrons	Improve the design of Learn to Swim and other programs and actively promote to the community
1.1.3.3	Provide a safe and healthy environment for patrons	Undertake continual testing of water quality, safety audits and staff training to ensure a healthy and safe environment in accordance with NSW health standards
1.1.3.4	Enhance parks and open spaces to promote recreational activities	Implement master plans for major parks and upgrade existing parks and reserves according to usage type
1.1.3.5	Promote an active and healthy lifestyle	Offer programs and activities that promote active and passive recreation in partnership with local organisations and groups



<b>1.1.4: Provide initiatives and facilities that encourage community participation and promote a healthy and harmonious lifestyle</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.1.4.1	Provide a range of venues and facilities for residents and community groups to meet their diverse needs	Offer a range of facilities for hire that accommodate the various types of use required by the community
1.1.4.2	Provide space for sporting and recreational activities	Offer parks for hire and identify green and open spaces that can be used for passive and active use by the community
1.1.4.3	Promote an inclusive and harmonious lifestyle in the community	Provide programs and activities that encourage active community participation
<b>1.2: A well informed, supported and engaged community</b>		
<b>1.2.1: Inform the community of Council's activities, facilities and services using accessible communication</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.2.1.1	Provide regular information in a range of formats to ensure that it is accessible to all members of the community	Deliver ongoing communication through appropriate channels based on the target audience
<b>1.2.2: Enhance communication and community engagement through innovative solutions</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.2.2.1	Establish regular interaction and communication with the community through targeted channels	Monitor and identify emerging technology and communication tools to enhance engagement
<b>1.2.3: Foster a sense of community pride</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.2.3.1	Provide leadership on the community's vision and values	Ensure the Burwood brand reflects community aspirations
<b>1.3: A safe community for residents, works and visitors</b>		
<b>1.3.1: Work with key partners and the community to minimise crime and enhance community safety</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.3.1.1	Maintain and enhance CCTV capabilities	Ensure CCTV technology is up to date and utilised in key areas around Burwood as needed
1.3.1.2	Work in partnership with NSW Police to support crime prevention and increase community safety	Deliver and support safety campaigns to target specific crimes and raise awareness in the community
1.3.1.3	Liaise closely with NSW Police and other stakeholders to identify crime activity and trends	Regularly meet with NSW Police and other stakeholders and implement strategies to address crime activities and trends

<b>1.3.2: Support and implement programs that aim to reduce anti-social behaviour</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.3.2.1	Implement strategies to reduce illegal dumping, vandalism, graffiti and abandoned trolleys	Deliver campaigns and provide initiatives to target illegal dumping, vandalism, graffiti and abandoned trolleys
1.3.2.2	Deter anti-social behaviour through design	Implement place activation and design solutions that beautify the area and deter anti-social behaviour
1.3.2.3	Encourage and promote a safe night time culture	Enhance street lighting, increase visibility and promote activities in and around town centres at night

#### **1.4: A proud and inclusive community that celebrates diversity**

<b>1.4.1: Celebrate the achievements of the local community</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.4.1.1	Encourage and award achievements within the community	Provide initiatives such as awards and incentives to promote and share achievements and encourage community participation
<b>1.4.2: Engage with Culturally and Linguistically Diverse communities</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.4.2.1	Ensure information is accessible to CALD community members	Provide translation technology and support in relevant languages where appropriate across communications channels
1.4.2.2	Develop key relationships with CALD service providers	Identify and support CALD service providers that offer services within the community
1.4.2.3	Provide opportunities for CALD communities to share and celebrate their cultures	Host and support inclusive activities and initiatives to improve communication between different cultural groups and between cultural groups and council
<b>1.4.3: Coordinate, facilitate and support inclusive cultural events and initiatives to celebrate community, diversity and cultural heritage</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
1.4.3.1	Provide a program of inclusive community events which celebrate diversity	Engage with different cultural groups and encourage participation in events and services
1.4.3.2	Seek to support events and activities within the area that celebrate diversity	Provide support or sponsorship to community cultural events and activities

1.4.4: Promote and celebrate the area's heritage and Indigenous history		
Code	Delivery Program Objectives	Operational Plan Achievements
1.4.4.1	Preserve and maintain the area's heritage and history	Support initiatives which celebrate the area's history and heritage
1.4.4.2	Preserve and promote the local Indigenous history and identify existing cultures	Develop a strategy to acknowledge and celebrate the local Indigenous history and community
1.4.4.3	Remember and reflect on Australia's history in local context	Deliver events that commemorate Australian history such as Australia Day and Anzac Day and history of a local significance
1.4.4.4	Identify and protect scenic and cultural landscapes within the Burwood LGA. (LSPS Action 17.1)	Scenic and cultural landscapes identified and protected
1.4.5: Promote volunteering opportunities and local participation		
Code	Delivery Program Objectives	Operational Plan Achievements
1.4.5.1	Work with agencies to support volunteering including volunteers of CALD background	Form strategic partnerships and support local volunteering initiatives
1.4.5.2	Provide volunteering opportunities and participation within Council	Seek volunteering opportunities for Council projects, initiatives and events where possible
1.4.5.3	Support the capacity of the local community to develop projects, events and activities	Provide skills development and project mentoring for individuals and groups

A proud  
and inclusive  
community  
that celebrates  
diversity.



## 2: Leadership and innovation

### 2.1: Community confidence in Council's decision making

2.1.1: Provide opportunities for engagement and report decisions back to the community		
Code	Delivery Program Objectives	Operational Plan Achievements
2.1.1.1	Consult and engage with the community on issues that impact the local community	Undertake community consultation for input and feedback on projects and major decisions
2.1.1.2	Report outcomes of Council decisions and resolutions	Provide information to the community on outcomes of Council decisions and resolutions in a timely manner
2.1.2: Inform the community on key regional projects and plans		
Code	Delivery Program Objectives	Operational Plan Achievements
2.1.2.1	Inform the community on key infrastructure projects which effect the local community. (LSPS Action 1.2)	Provide information on major infrastructure projects that impact the local area and community
2.1.2.2	Provide community education on Council policies and regulations and other legislation which affects the community	Distribute relevant information in a format that is easy to understand to ensure the community are aware of any changes to policies, regulations or legislation
2.1.3: Ensure transparency and accountability in decision making		
Code	Delivery Program Objectives	Operational Plan Achievements
2.1.3.1	Audit and evaluate projects and report outcomes to the community where possible	Provide transparent auditing processes and ensure reports are made available to the community where appropriate
2.1.3.2	Provide information in a transparent manner	Ensure all public information is accessible and made available in a timely manner
2.1.3.3	Provide efficient and transparent procurement and purchasing	Maintain a transparent process when engaging with contractors, suppliers and businesses
2.2: Strong partnerships to benefit the community		
2.2.1: Maintain dialogue between neighbouring councils to share resources and improve provision of services		
Code	Delivery Program Objectives	Operational Plan Achievements
2.2.1.1	Participate in regional associations and seek opportunities to work and deliver shared priorities with neighbouring councils. (LSPS 16.3)	Participate in inter-agencies and networks within the region and deliver initiatives through established shared agreements

<b>2.2.2: Develop strategic partnerships that will benefit the area and community</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.2.2.1	Maintain and establish relationships with State and Federal agencies, service providers and not for profits. (LSPS Action 2.5)	Explore funding opportunities and work with State and Federal agencies on initiatives that will benefit the community
2.2.2.2	Maintain and establish relationships with State and Federal agencies, service providers and not for profits. (LSPS Action 2.5)	Participate in regional alliances and local interagencies
2.2.2.3	Work with NSW Department of Education to identify needs for new and upgraded schools. (LSPS Action 2.1)	Advocate for NSW Government provision of educational infrastructure.
2.2.2.4	Work with NSW Health to identify needs for new or upgraded health facilities. (LSPS Action 2.2)	Advocate for NSW Government provision of health infrastructure.
2.2.2.5	Deliver outcomes for the Parramatta Road Corridor in partnership with neighbouring councils and government agencies.. (LSPS Actions 4.1 and 4.3)	Complete precinct planning proposal
2.2.2.6	Assess and refine the findings of the Burwood, Strathfield and Homebush Collaborative Precinct work to ensure they meet community needs. (LSPS Actions 4.3, 4.4 and 15.5)	Studies completed and infrastructure upgrades identified
<b>2.3: Ensure financial sustainability and organisational effectiveness</b>		
<b>2.3.1: Identify and maintain additional revenue sources to ensure financial sustainability</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.3.1.1	Maintain an investment strategy and policy	Implement appropriate strategies and report outcomes to Council
2.3.1.2	Investigate opportunities to expand revenue from commercial operations, property portfolio and other income generating assets	Manage Council's property portfolio to ensure best value returns and to ensure properties are developed, renewed and maintained for the benefit of the community
2.3.1.3	Seek additional sources of income to improve financial sustainability such as discounted loans, financial grants and special variations	Identify the community's capacity and willingness for additional sources of income and implement where appropriate or required
<b>2.3.2: Ensure the organisation is well led, staff can carry out their roles efficiently and effectively in line with the community's vision</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.3.2.1	Deliver services and initiatives to the community in line with Council's Community Strategic Plan and supporting documentation	Develop, review and monitor a Resourcing Strategy including a Workforce Plan, Asset Management Plan and Long Term Financial Plan
2.3.2.2	Ensure corporate values and objectives align with the community's vision	Develop, review and monitor a Corporate Plan
2.3.2.3	Provide structured procedures and processes to ensure organisational effectiveness	Identify and implement frameworks that will improve organisational efficiency and business excellence



**2.4: Efficient and innovative customer focused services****2.4.1: Provide a 'one stop shop' for customers**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.4.1.1	Optimise the experiences of visitors to Council	Maintain Council's Customer Service Centre and Administrative Office
2.4.1.2	Deliver high quality customer service for all points of contact	Ensure customers are attended to in line with service standards

**2.4.2: Modernise and digitise relevant services to meet the needs of the community**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.4.2.1	Allow customers to 'do business with council' entirely online	Digitise all forms, applications, requests and payment methods where possible
2.4.2.2	Explore new online communication tools	Identify and implement technology that will enhance and improve customer experience

**2.4.3: Provide opportunity for ongoing community feedback to ensure best practice**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
2.4.3.1	Allow customers to provide immediate feedback on their experience	Implement customer feedback mechanisms at Council facilities to receive immediate feedback on customer experience
2.4.3.2	Monitor and measure Council's customer service	Conduct initiatives to support and improve the training of Council staff in customer service
2.4.3.3	Improve overall customer satisfaction	Conduct regular surveys to gauge customer experience



**Provide opportunity  
for ongoing community  
feedback.**

**2.5: Leaders in the Local Government sector****2.5.1: Provide strong leadership and advocacy on behalf of the community**

Code	Delivery Program Objectives	Operational Plan Achievements
2.5.1.1	Support the roles of Council and Councillors to ensure elected leaders can govern efficiently and effectively on behalf of the community	Conduct regular training and induction sessions to support Councillors

**2.5.2: Monitor and review Council's performance against other councils**

Code	Delivery Program Objectives	Operational Plan Achievements
2.5.2.1	Review Council's services and functions to gauge residents' satisfaction and benchmark performance against other councils	Participate in benchmarking activities and analyse results to improve Council's performance (in areas such as financial sustainability, customer services, and other service provisions)

**2.5.3: Strive for business excellence through innovation**

Code	Delivery Program Objectives	Operational Plan Achievements
2.5.3.1	Implement technology which will increase efficiencies and productivity	Undertake an assessment of available technology to identify solutions that will streamline business processes

**2.5.4: Anticipate emerging trends and changes that will impact the area**

Code	Delivery Program Objectives	Operational Plan Achievements
2.5.4.1	Finalise the Smart City Strategy to proactively monitor external strategies, technology and solutions that have the potential to impact Burwood. (LSPS Action 15.1)	Complete smart cities strategy and seek opportunities to be involved in pilot programs and other initiatives aimed at assessing customer needs


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### 3: Healthy & sustainable environment

#### 3.1: Maintain and enhance green and open spaces

3.1.1: Ensure strong planning controls to protect and encourage open and green spaces		
Code	Delivery Program Objectives	Operational Plan Achievements
3.1.1.1	Ensure planning policies enhance and protect open and green space where appropriate	Develop specific plans of management for public spaces
3.1.1.2	Ensure planning policies enhance and protect open and green space where appropriate	Ensure State and District Plan strategies are included into relevant Council planning policies
3.1.1.2	Ensure planning policies enhance and protect open and green space where appropriate	Provide strategic planning input into future development proposal where possible
3.1.1.4	Ensure planning policies enhance and protect open and green space where appropriate	Identify opportunities to increase canopy coverage within the area
3.1.2: Pursue partnerships and opportunities to create new open spaces		
Code	Delivery Program Objectives	Operational Plan Achievements
3.1.2.1	Negotiate with developers for additional space upon redevelopment of sites	Quantify and report on additional open space provided as part of redevelopment
3.1.2.2	Work with NSW Government and neighboring councils to deliver new and improved connection of the green grid. (LSPS Actions 10.4, 12.1, 12.2, 13.1, 13.3 and 14.1)	Create a connected green grid and improve quantum of open space.
3.1.2.3	Support healthy lifestyles by delivering new spaces and infrastructure (LSPS Action 2.4)	Investigate the development of a District Sport Facilities Plan
3.1.3: Ensure regular cleaning and maintenance of local areas to prevent damage to the environment		
Code	Delivery Program Objectives	Operational Plan Achievements
3.1.3.1	Monitor and maintain local streets to mitigate risk to the environment	Provide regular street sweeping and maintenance services
3.1.3.2	Maintain the stormwater drainage network	Regularly maintain and clean the stormwater drainage network and clear blocked pits
3.1.3.3	Remove priority weeds from public spaces	Implement a priority weed removal program in line with the Biosecurity Act 2015 (NSW)
3.1.3.4	Maintain trees and vegetation to ensure that they are attractive and safe	Trees and vegetation are maintained as required to avoid damage or risk and new vegetation is planted where possible
	Continue to increase canopy cover across the LGA. (LSPS Actions 11.1 and 11.2)	Prepare a street tree masterplan to prioritise areas for increased planting and to assist in the heat island effect

<b>3.1.4: Ensure all public parks and open spaces are accessible, maintained and well managed to meet the current and future needs of the community</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.1.4.1	Regularly maintain parks, playgrounds, sportsfields, gardens and open spaces	Undertake scheduled maintenance programs to meet community needs
3.1.4.2	Ensure sustainable materials are used for park amenities and facilities	Maintain and upgrade existing park amenities to ensure longevity and sustainability
3.1.4.3	Provide support for the establishment of sensory and community gardens	Identify opportunities to implement sensory or community gardens in existing parks, reserves and open spaces
3.1.4.4	Ensure parks are accessible and offer inclusive activities	Ensure parks can be accessed by people living with a disability or impairment and that playgrounds are inclusive and accessible
<b>3.2: Provide sustainable waste management practices</b>		
<b>3.2.1: Promote existing recycling services</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.2.1.1	Provide education and information about Council's recycling services	Use Council communication platforms to inform the community on existing environmental services and initiatives
3.2.1.2	Ensure residents adhere to sustainable recycling practices	Conduct bin audits and encourage residents to recycle correctly
<b>3.2.2: Identify emerging waste management solutions</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.2.2.1	Actively seek and identify new processes and technology. (LSPS Action 15.2)	Implement waste management solutions that will benefit the community and industry
<b>3.2.3: Establish clear targets for recycling and reducing waste to landfill</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.2.3.1	Ensure a community wide increase in recycling and reduction in landfill	Continue to monitor environmental performance indicators and outcomes and report results and targets to the community
<b>3.3: Educate the community on sustainable practices</b>		
<b>3.3.1: Provide initiatives to encourage more sustainable practices in the community and around home</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.3.1.1	Deliver educational programs to the community, networks and businesses that encourage sustainable practices	Provide an annual calendar of initiatives on environmentally sustainable practices
3.3.1.2	Participate in regional sustainability programs	Work with neighbouring councils and agencies to deliver sustainability programs to the community
3.3.1.3	Encourage the community to follow sustainable practices	Award residents, streets, businesses or areas that follow sustainable recycling practices

<b>3.3.2: Promote public transport and more active forms of transport such as cycling and walking</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.3.2.1	Promote public transport, cycling and walking to residents going to work and those who work in Burwood. (LSPS Actions 1.5 and 15.2)	Undertake campaigns and initiatives that encourage the use of alternative transport
<b>3.3.3: Encourage the community to take pride in the cleanliness and maintenance of the area</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.3.3.1	Promote a clean environment through urban architecture and landscaping	Identify opportunities to provide recycling and other waste collection terminals across town centres
3.3.3.2	Raise awareness in the community on littering	Undertake campaigns to reduce littering in town centres
<b>3.4: Leadership in environmental sustainability</b>		
<b>3.4.1: Invest in green and renewable technology</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.4.1.1	Implement green and renewable energy initiatives across Council facilities. (LSPS Action 15.3)	Audit existing facilities and upgrade where appropriate
<b>3.4.2: Promote greater use of more efficient green technologies and alternative energy sources</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.4.2.1	Support and promote Federal and State Government initiatives in the rollout of green technologies and alternative energy sources	Actively advertise State and Federal initiatives through Council's established communication channels
<b>3.4.3: Ensure planning promotes environmentally sustainable development to reduce impacts on the environment</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.4.3.1	Work with developers to promote sustainable developments	Provide strategic planning input into developments where possible to encourage vertical gardens and green spaces within the Burwood CBD
3.4.3.2	Ensure developers follow sustainable practices during construction	Carry out a regular program of inspections of development sites to ensure compliance with safe and sustainable practices (such as sediment control and removal of materials)



**3.5: Encourage and contribute to public health and welfare****3.5.1: Provide services and encourage the community to take pride in the area to ensure public health**

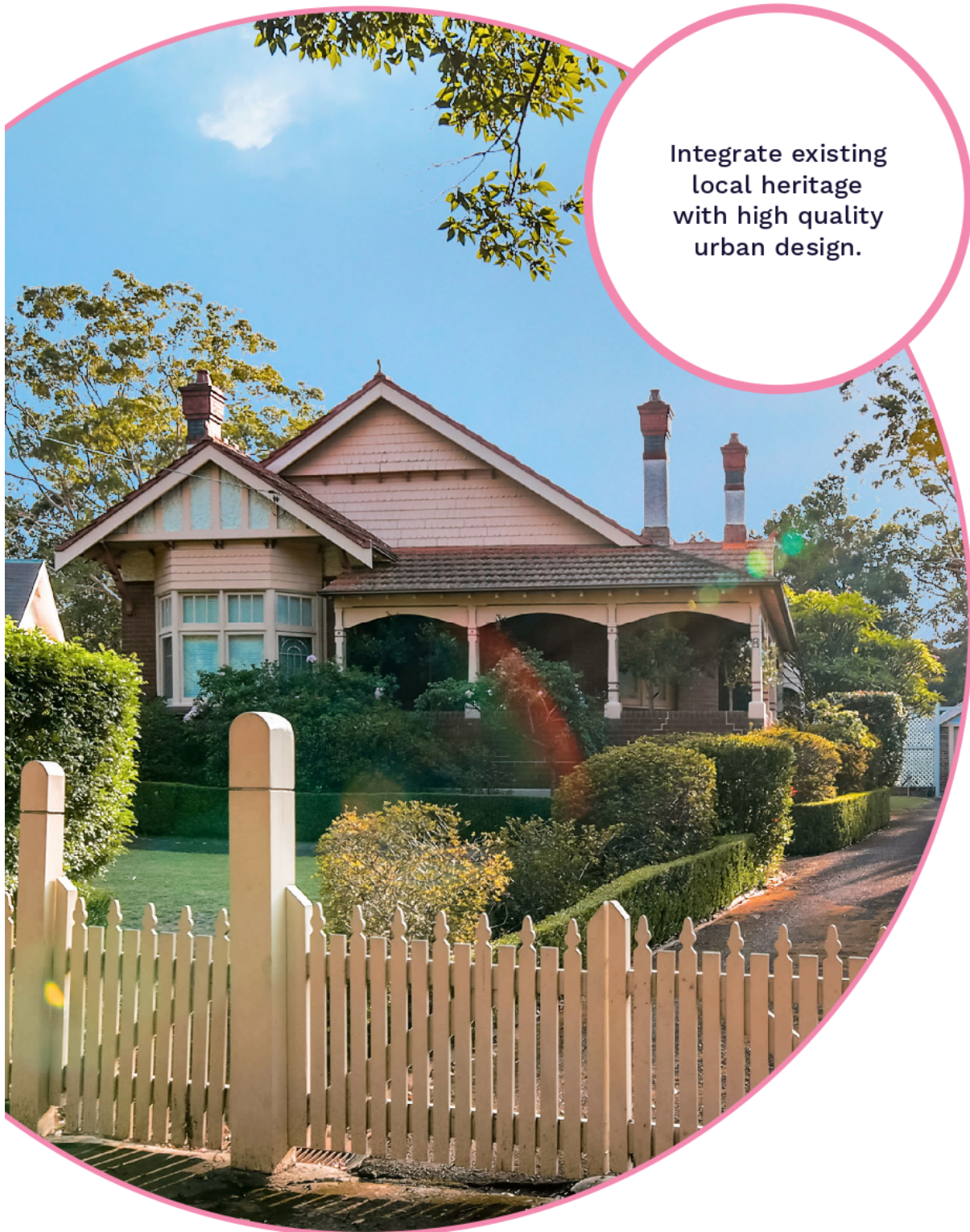
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.5.1.1	Reduce spread of foodborne, waterborne and transferrable diseases	Undertake regular inspections of cooling towers and water systems, food premises and health, beauty and cosmetic premises to take action against risk
3.5.1.2	Minimise urban related pollution such as air, water and noise pollution. (LSPS Action 7.2)	Develop strategies to reduce air, water and noise pollution and investigate complaints in a timely manner
3.5.1.3	Educate business owners on public health to ensure compliance with food regulations	Ensure all businesses have access to relevant fact sheets and information
3.5.1.4	Educate the community on public health matters	Undertake and participate in relevant campaigns to raise awareness and engage the community

**3.5.2: Provide services and support to encourage responsible animal ownership practices and ensure that animals are well cared for in a safe community**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
3.5.2.1	Educate residents on companion animals	Provide information and relevant campaigns to raise awareness in the community
3.5.2.2	Establish pet friendly environments for animal owners	Consider pet friendly facilities when undertaken any new plans of management for parks, reserves and open spaces
3.5.2.3	Provide regulatory support to ensure a safe environment for animals and residents	Undertake compliance inspections for dangerous or displaced animals

**Maintain and enhance green and open spaces.**







## 4: Planning and infrastructure

### 4.1: Implement regional traffic and parking strategies

#### 4.1.1: Ensure strategies accommodate population growth

Code	Delivery Program Objectives	Operational Plan Achievements
4.1.1.1	Design traffic facilities which improve traffic flow and alleviate congestion	Investigate traffic hot spots and implement solutions such as pedestrian refuges, roundabouts or traffic calming devices
4.1.1.2	Encourage opportunities for additional public parking spaces within developments	Negotiate with developers for additional public parking within developments in the Burwood CBD where possible
4.1.1.3	Ensure developments provide sufficient parking and off-street parking in line with Council policies	Investigate parking provisions during assessments of development applications
4.1.1.4	Ensure local infrastructure is provided to support the needs of a growing and changing community. (LSPS Action 2.6)	Review and revise as appropriate the Section 7.12 Contributions Plan
4.1.1.5	Investigate options for better use of stormwater. (LSPS Actions 4.5 and 13.2)	Develop strategies and education program for stormwater management

#### 4.1.2: Implement strategies to promote alternative transport use

Code	Delivery Program Objectives	Operational Plan Achievements
4.1.2.1	Investigate opportunities for bus priority lanes to improve public transport efficiency	Work with RMS and Transport NSW to identify locations for improved bus access
4.1.2.2	Seek funding opportunities for cycling facilities and cycleways. (LSPS Action 10.5)	Identify and apply for grants where possible and implement facilities which promote cycling (such as bicycle parking stations or new cycleways)

#### 4.1.3: Work with key stakeholders to ensure an integrated transport plan

Code	Delivery Program Objectives	Operational Plan Achievements
4.1.3.1	Work with RMS, STA, NSW Police and major stakeholders to continue to finalise the Traffic and Transport Study 2019. (LSPS Action 1.1)	Completed Traffic and Transport Study
4.1.3.2	Participate in regional projects to ensure an integrated and high performing transport network. (LSPS Actions 1.3 and 6.3)	Work with key agencies to ensure regional transport projects have a positive impact on the local community
4.1.3.3	Consider pedestrians and cyclists as key stakeholders in traffic management planning	Ensure pedestrians and cyclists are consulted during traffic management planning



<b>4.1.4: Enhance road and pedestrian safety</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.1.4.1	Educate residents on safe practices to reduce road incidents and fatalities	Undertake safety campaigns and run targeted programs and initiatives to promote safety around schools and town centres, pedestrian and cycling safety.
4.1.4.2	Implement traffic facilities which will enhance road and pedestrian safety	Identify blind spots and hot spots and implement solutions to take action against potential incidents
<b>4.2: Provide connected and accessible infrastructure</b>		
<b>4.2.1: Improve the accessibility of Burwood CBD</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.2.1.1	Improve pedestrian flow within the Burwood CBD	Investigate opportunities to limit motorist access to certain areas within the Burwood CBD
4.2.1.2	Identify parking solutions that will alleviate traffic congestion	Review parking strategy within the Burwood CBD and investigate parking initiatives to alleviate traffic congestion
4.2.1.3	Improve access and connection between the Burwood CBD and residential areas, facilities and open spaces and linkage to neighbouring areas	Implement strategies and initiatives to enhance connectivity within the area
<b>4.2.2: Provide quality local infrastructure that caters to population growth</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.2.2.1	Regularly maintain and upgrade local roads, footpaths, kerbs and gutters	Provide an extensive capital works program to regularly maintain and renew local infrastructure
4.2.2.2	Continue to monitor the condition and use of infrastructure across the area. (LSPS Actions 2.8 and 2.9)	Undertake infrastructure audits in order to determine the condition and level of use of local infrastructure
4.2.2.3	Use the results of the Traffic and Transport study to deliver short, medium and long term improvements in line with population and business growth. (LSPS Actions 1.4 and 9.1)	Undertake infrastructure works commensurate and in line with additional growth.
4.2.2.4	Identify land require to be purchased for infrastructure that will deliver public benefit. (LSPS Action 2.7)	Property Strategy completed
4.2.2.5	Work with NSW Government agencies for key junctions between Burwood and other councils. (LSPS Action 8.2)	Coordinated response to junctions shared with other councils.

<b>4.2.3: Ensure all Council infrastructure is safe and accessible</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.2.3.1	Ensure infrastructure design aids accessibility	Identify and incorporate prams and wheelchair access ramps and other facilities to improve accessibility
<b>4.3: Integrate Burwood's existing heritage with high quality urban design</b>		
<b>4.3.1: Encourage architectural integrity and aesthetically appealing buildings</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.3.1.1	Planning policies to enhance and promote architectural integrity and aesthetically appealing buildings	Ensure that design is assessed as part of the development application process
<b>4.3.2: Maintain and preserve heritage through relevant planning strategies</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.3.2.1	Ensure integrity in planning to preserve heritage	Ensure that all development applications relating to heritage items or heritage conservation include a heritage assessment
4.3.2.1	Ensure integrity in planning to preserve heritage	Provide information and education relating to heritage as it applies to development
<b>4.4: Participate in regional planning and infrastructure projects to ensure the best outcomes for the community</b>		
<b>4.4.1: Provide advocacy on regional and metropolitan projects on behalf of the community</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.4.1.1	Ensure that the community's interest are taken into consideration on regional and metropolitan projects	Provide strategic and planning input into major regional infrastructure strategies and projects
<b>4.4.2: Partner with key stakeholders to deliver major projects</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.4.2.1	Work with State and Federal Governments and developers to ensure major infrastructure projects benefit the community. (LSPS Action 1.2)	Actively participate in the planning process of regional and metropolitan infrastructure projects and advocate for the area's needs
<b>4.5: Ensure customer focused processes for development services</b>		
<b>4.5.1: Ensure support and provide efficient assessment of developments</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.5.1.1	Provide support and information on development processes	Develop and provide information on development application processes and services in an accessible and easy to understand format
4.5.1.2	Ensure streamlined and timely processes for development services	Assess development applications in a timely manner
<b>4.5.2: Ensure independence and transparency in decision making on significant developments</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
4.5.2.1	Facilitate and coordinate the Independent Hearing and Assessment Panel	Report decisions made by the Independent Hearing and Assessment Panel to the community

## 5: Vibrant city and villages

### 5.1: Maximise Burwood's regional and strategic status within central Sydney

#### 5.1.1: Stimulate the local economy and activate the Burwood CBD

Code	Delivery Program Objectives	Operational Plan Achievements
5.1.1.1	Plan and facilitate economic development strategies that stimulate the day and nighttime economy and attract businesses. (LSPS Action 7.1)	Review and monitor Economic Strategies and policies
5.1.1.2	Attract large scale festivals, events and initiatives to the Burwood CBD	Apply for grants and sponsorships, and seek participation in regional, metropolitan and nation-wide initiatives
5.1.1.3	Promote Burwood CBD as a destination for food and culture	Promote and enhance the retail and dining experience in Burwood through initiatives which attract visitors

#### 5.1.2: Encourage mixed use buildings: commercial and residential to maximise Burwood CBD

Code	Delivery Program Objectives	Operational Plan Achievements
5.1.2.1	Use the Employment and Investment Strategy to Enhance and promote mix use buildings to ensure the Burwood CBD to diversify employment opportunities and to maintains its regional status. (LSPS Action 6.1)	Review planning provisions for development controls and encourage mix use development where possible
5.1.2.2	Ensure planning control are effective and align to deliver effective use of land and public space and infrastructure. (LSPS Action 8.1)	Consistent and effective controls in place
5.1.2.3	Deliver a contemporary Local Environmental Plan to improve urban outcomes, support local centres, and facilitate renewal of housing assets and diversity of forms where appropriate. (LSPS Actions 5.1, 5.2, 5.3, 5.4 and 16.2)	Burwood Local Environmental Plan 2012 updated to 2022

#### 5.1.3: Build links and partnerships with educational institutions for the development of diverse local skills

Code	Delivery Program Objectives	Operational Plan Achievements
5.1.3.1	Promote and support local learning institutions to encourage residents to enter the local workforce	Provide and support opportunities for employment, placements, traineeships and volunteering where appropriate

#### 5.1.4: Provide facilities to businesses, services and institutions for corporate events

Code	Delivery Program Objectives	Operational Plan Achievements
5.1.4.1	Provide venues for businesses and services to conduct corporate events such as expos, conferences and seminars	Offer a range of facilities for hire that accommodate the various types of use required by businesses, services and institutions

**5.2: Support and engage with local services and businesses****5.2.1: Promote local businesses and services to the community**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.2.1.1	Promote the services of local businesses to boost the local economy	Develop communication material that promotes local services and businesses to the community

**5.2.2: Support programs to strengthen and sustain local businesses**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.2.2.1	Support educational and advisory initiatives that encourage good economic practices	Support State agencies in delivering business services to the community

**5.3: Enhance and foster local identity****5.3.1: Develop opportunities for public art and events that promote local history and culture**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.3.1.1	Encourage authorised public art within the Burwood area	Implement public art programs within the Burwood

**5.3.2: Maintain an attractive Burwood town centre**

<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.3.2.2	Enhance the aesthetics of the Burwood CBD through architecture and landscaping	Implement a CBD and Strathfield town centre master plan
5.3.2.3	Ensure the Burwood CBD and town centres are clean and presentable	Deliver a Safe & Clean program to monitor the CBD and town centres
5.3.2.4	Celebrate the Burwood Town Centre with a comprehensive and cohesive Burwood Town Centre Masterplan (LSPS Action 5.1)	Completion of the Town Centre Masterplan to help guide future LEP and DCP amendments

**Enhance  
and foster  
local identity**

<b>5.3.3: Support innovation which will enhance local identity and culture</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.3.3.1	Ensure the Burwood CBD is a modern and innovative centre	Identify and implement emerging technology that will enhance the CBD and attract visitors

#### **5.4: Activate village precincts and preserve the distinct characters of surrounding residential areas**

<b>5.4.1: Update and maintain the aesthetics of town centres and villages</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.4.1.1	Use the LGA-wide masterplan to enhance the aesthetics of village town centres including Croydon, Croydon Park and Enfield. (LSPS Actions 5.1 and 6.2)	Develop master plans for village town centres
<b>5.4.2: Promote and recognise local history through urban design</b>		
<i>Code</i>	<i>Delivery Program Objectives</i>	<i>Operational Plan Achievements</i>
5.4.2.1	Interpret the local history and character of the area through design supported by the LGA masterplan. (LSPS Action 5.1)	Develop design solutions that recognise local history and character







## BUDGET 2021-22

# Budget overview

## Delivering for our community

Burwood Council's Budget 2021-22 and four year projections have been developed with a clear focus on delivering the community's long term vision outlined in the Burwood2030 Community Strategic Plan.

The Operational Plan puts into action the objectives the community has identified as high-priority and forms part of the Delivery Program 2018-2022.

The following major projects have been considered in the budget:

- Town Centre Beautification – Stage 3
- Enfield Village Revitalisation
- Parks and Playground upgrade
- Ongoing infrastructure and renewal works
- Tree planting program
- Stormwater drainage upgrade

## Funding our future

In addition to delivering these services to the community, Council is committed to maintaining long term financial sustainability and aims to achieve this through strategic planning and prudent investment.

To ensure Council continues to deliver services at its current level, Council has applied the Special Rate Variation approved by the Independent Pricing and Regulatory Tribunal (IPART) for the third of four year period of 4.5%.

The additional funding received from the special variation will be used to fund additional infrastructure upgrade works on Council's stormwater drainage network throughout the local government area.

The Operational Plan puts into action the objectives the community has identified as high-priority.

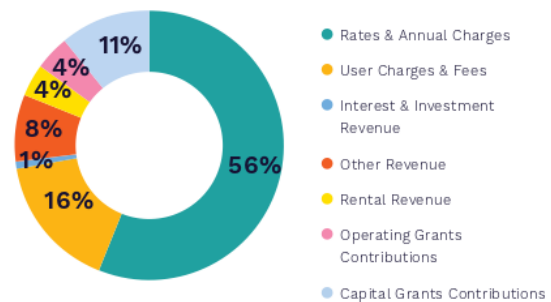






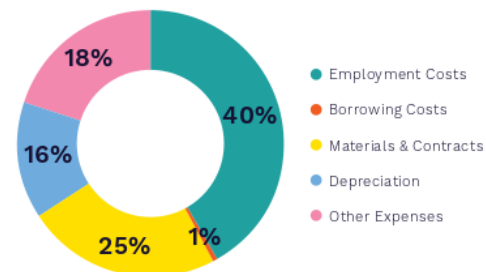
### Revenue

Rates & Annual Charges	33,687,499
User Charges & Fees	9,943,851
Interest & Investment Revenue	650,000
Other Revenue	4,878,529
Rental Revenue	2,347,282
Operating Grants & Contributions	2,599,019
Capital Grants Contributions	6,480,000
<b>Total Operating Revenue</b>	<b>60,586,180</b>



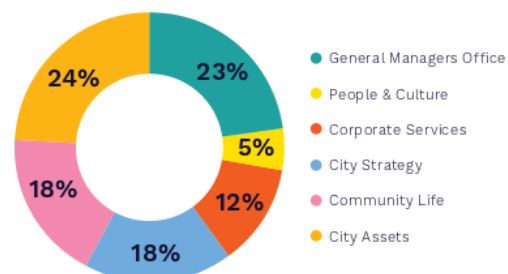
### Expenditure

Employment Costs	22,922,355
Borrowing Costs	339,638
Materials & Contracts	14,484,206
Depreciation	9,562,886
Other Expenses	10,382,170
<b>Total Operating Expenditure</b>	<b>57,691,255</b>



### Expenditure by Division

General Managers Office	12,841,687
People & Culture	3,020,284
Corporate Services	7,016,770
City Strategy	10,531,179
Community Life	10,333,759
City Assets	13,947,576
<b>Total Operating Expenditure</b>	<b>57,691,255</b>





## Division Summary

Organisation Function Name	Team	Op Exp (Excl Depn & Int Chgs)	
<b>Office of the General Manager</b>			
General Managers Office	General Managers Office	2,856,351	
General Managers Office	Mayors Office	303,886	
General Managers Office	Councillors	336,450	
<b>Sub Total Office of the General Manager</b>		<b>3,496,687</b>	
<b>People &amp; Performance</b>			
People & Performance	People & Culture	1,573,678	
People & Performance	Corporate Planning & Communications	440,422	
<b>Sub Total People &amp; Performance</b>		<b>3,496,687</b>	
<b>Corporate Services</b>			
Corporate Services	Corporate Services Administration	403,216	
Corporate Services	Property Management	2,033,674	
Corporate Services	Financial Services	1,303,301	
Corporate Services	Procurement	127,332	
Corporate Services	Governance	642,633	
Corporate Services	Information Services	2,503,014	
<b>Sub Total Corporate Services</b>		<b>7,013,170</b>	
<b>City Strategy</b>			
City Strategy	City Strategy Administration	232,033	
City Strategy	Building & Development	1,883,029	
City Strategy	Strategic Planning	2,171,724	
City Strategy	Environment & Health	6,051,535	
<b>Sub Total City Strategy</b>		<b>10,338,321</b>	
<b>Community Life</b>			
Community Life	Community Life Administration	418,733	
Community Life	Enfield Aquatic Centre	2,685,525	
Community Life	Community Services	1,363,511	
Community Life	Library Services	2,296,684	
Community Life	Customer Services	858,936	
Community Life	Records	351,756	
Community Life	Compliance	2,358,614	
<b>Sub Total Community Life</b>		<b>10,333,759</b>	
<b>City Assets</b>			
City Assets	City Asset Services	1,333,808	
City Assets	City Assets - Landscape Planning & Design	257,651	
City Assets	Traffic & Transport	2,037,890	
City Assets	Operations Centre	1,876,192	
City Assets	Civil Engineering	2,980,153	
City Assets	Parks & Gardens	3,478,837	
City Assets	Waste & Cleansing Services	1,961,617	
<b>Sub Total City Assets</b>		<b>13,926,148</b>	
<b>Consolidated Result</b>		<b>48,128,369</b>	

Total Op Revenue	Acquisition of Assets	Loan Repayment	Sale of Assets	Loans	Net Reserve Movement	Net S7.12 Movement	Net Movement in Working Capital
33,715,701	295,000	725,651	-		0	(5,030,000)	24,808,699
-	-	-	-		0	0	(303,886)
2,000	-	-	-		0	0	(334,450)
<b>33,717,701</b>	<b>295,000</b>	<b>725,651</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,030,000)</b>	<b>24,170,363</b>
68,152	-	-	-		(50,000)	-	(1,555,526)
-	-	-	-		-	-	(440,422)
<b>33,717,701</b>	<b>295,000</b>	<b>725,651</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(5,030,000)</b>	<b>24,170,363</b>
-	-	-	-		-	-	(403,216)
3,544,813	100,000	-	-	-	(175,000)	-	1,236,139
164,500	-	-	-		-	-	(1,138,801)
2,477	-	-	-		-	-	(124,855)
4,500	-	-	-		325,000	-	(313,133)
-	325,000	-	-		-	-	(2,828,014)
<b>3,716,290</b>	<b>425,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>0</b>	<b>(3,571,880)</b>
-	-	-	-		-	-	(232,033)
881,000	-	-	-		270,000	-	(732,029)
60,000	-	-	-		840,000	445,000	(826,724)
6,870,018	115,000	-	-		614,213	-	1,317,696
<b>7,811,018</b>	<b>115,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,724,213</b>	<b>445,000</b>	<b>(473,090)</b>
350,000	-	-	-		-	-	(68,733)
2,061,600	-	-	-		(50,000)	-	(673,925)
70,829	-	-	-		-	-	(1,292,682)
174,443	164,000	-	-		-	-	(2,286,241)
2,000	-	-	-		-	-	(856,936)
-	-	-	-		-	-	(351,756)
4,286,500	-	-	-		-	-	1,927,886
<b>6,945,372</b>	<b>164,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>(3,602,387)</b>
1,022,967	7,285,555	-	-	1,000,000	-	-	(6,596,396)
25,000	520,000	-	-		-	-	(752,651)
4,701,113	-	-	-		(100,000)	-	2,563,223
224,500	1,250,000	-	550,000		450,000	-	(1,901,692)
2,159,567	750,000	-	-		-	-	(1,570,586)
82,500	-	-	-		-	-	(3,396,337)
-	-	-	-		-	-	(1,961,617)
<b>8,215,647</b>	<b>9,805,555</b>	<b>0</b>	<b>550,000</b>	<b>1,000,000</b>	<b>350,000</b>	<b>0</b>	<b>(13,616,056)</b>
<b>60,586,180</b>	<b>10,804,555</b>	<b>725,651</b>	<b>550,000</b>	<b>1,000,000</b>	<b>2,124,213</b>	<b>(3,185,000)</b>	<b>16,818</b>

## Division Summary

### Capital Works Program

Division	Project	Amount (\$'000)
General Manager	Corporate Projects – to be determined	295
Corporate Services	Information Technology	325
	Buildings Upgrade	100
Community Living	Library Resources	164
	Domestic Waste Disposal Bins	115
City Assets	Annual Infrastructure Upgrade Program	3,649
	Infrastructure – SRV - Drainage	1,473
	Town Centres Beautification	600
	Enfield Village Revitalisation	1,200
	Parks & Playgrounds Upgrade	520
	Plant & Equipment	1,250
	Stormwater Management	494
	Streetscape, Tree Planting and Signage	620
Total		10,805





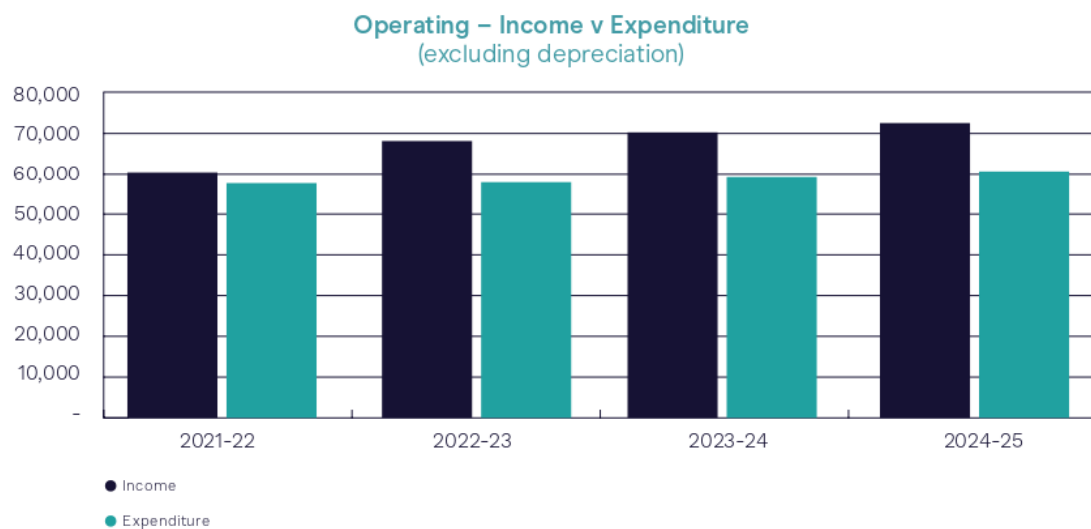
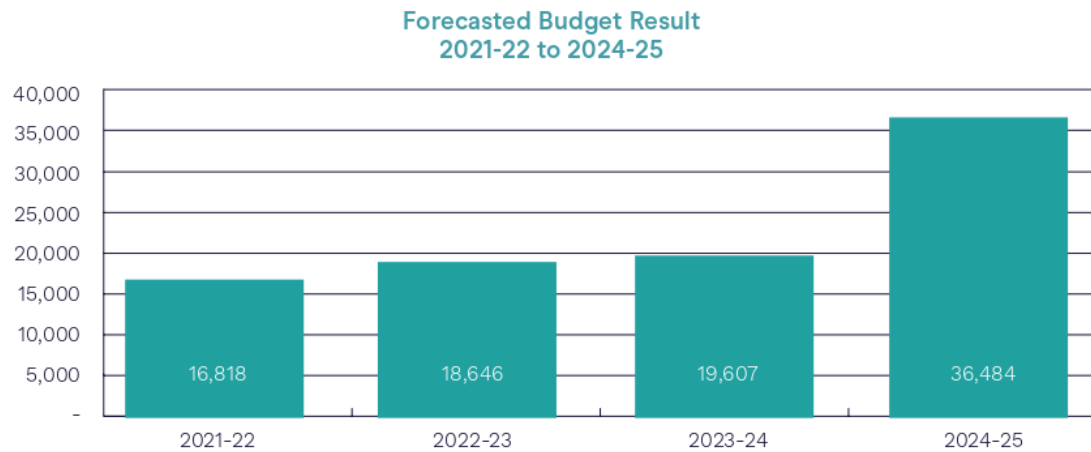


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Burwood2030 Operational Plan 2021-2022

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## Forecast result





### Forward Estimates of Income & Expenditure

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	33,687,499	35,532,266	37,069,969	38,702,396
User Charges & Fees	9,943,851	10,229,947	10,504,287	10,791,205
Interest & Investment Revenue	650,000	901,000	952,000	1,058,000
Other Revenue	4,878,529	4,789,100	4,884,882	4,982,578
Rental Revenue	2,347,282	2,649,228	2,702,212	2,818,012
Operating Grants & Contributions	2,599,019	2,655,122	2,713,743	2,786,129
Capital Grants & Contributions	6,480,000	11,521,550	11,558,486	11,595,791
<b>Total Operating Income</b>	<b>60,586,180</b>	<b>68,278,213</b>	<b>70,385,579</b>	<b>72,734,111</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	22,922,355	23,692,425	24,303,455	24,936,887
Borrowing Costs	339,638	335,190	330,906	369,130
Materials & Contracts	14,484,206	13,310,622	13,602,063	14,096,168
Depreciation	9,562,886	9,658,515	9,755,100	9,852,651
Other Expenses	10,382,170	10,877,514	11,150,328	11,393,728
<b>Total Operating Expenditure</b>	<b>57,691,255</b>	<b>57,874,266</b>	<b>59,141,852</b>	<b>60,648,564</b>
<b>Operating Result</b>	<b>2,894,925</b>	<b>10,403,947</b>	<b>11,243,727</b>	<b>12,085,547</b>
<b>Net Operating Result before Capital Items</b>	<b>(3,585,075)</b>	<b>(1,117,603)</b>	<b>(314,759)</b>	<b>489,756</b>
<b>Funding Statement</b>				
Operating Result	2,894,925	10,403,947	11,243,727	12,085,547
<i>Add Back Non Cash Items</i>				
Depreciation	9,562,886	9,658,515	9,755,100	9,852,651
<i>Total Non Cash Items</i>	9,562,886	9,658,515	9,755,100	9,852,651
<b>Adjusted Operating Result</b>	<b>12,457,811</b>	<b>20,062,462</b>	<b>20,998,827</b>	<b>21,938,198</b>
<b>Source of Capital Funds</b>				
Sale of Assets	550,000	1,060,000	1,075,000	1,090,000
Loan Funds	1,000,000	-	1,000,000	2,000,000
Transferred From Section 94	445,000	75,000	75,000	75,000
Transferred From Reserves	2,924,213	1,522,962	1,248,436	11,257,805
<b>Funds Available</b>	<b>17,377,024</b>	<b>22,720,424</b>	<b>24,397,263</b>	<b>36,361,003</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	10,804,555	10,816,160	12,294,130	23,833,446
Loan Principal Repayment	725,651	728,702	734,302	694,174
Transfer to Section 94	5,030,000	10,071,916	10,134,224	10,171,899
Transfer to Reserves	800,000	1,085,000	1,215,000	1,625,000
<b>Net Movement in Working Capital</b>	<b>16,818</b>	<b>18,646</b>	<b>19,607</b>	<b>36,484</b>

**Forward Estimates of Income & Expenditure:  
Office of the General Manager**

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	27,164,746	28,599,496	29,692,049	30,903,139
User Charges & Fees	-	-	-	-
Interest & Investment Revenue	650,000	901,000	952,000	1,058,000
Other Revenue	2,000	2,040	2,081	2,122
Rental Revenue	-	-	-	-
Operating Grants & Contributions	870,955	887,826	906,314	932,738
Capital Grants & Contributions	5,030,000	10,071,550	10,108,486	10,145,791
<b>Total Operating Income</b>	<b>33,717,701</b>	<b>40,461,912</b>	<b>41,660,930</b>	<b>43,041,790</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	1,050,313	1,071,959	1,099,414	1,127,576
Borrowing Costs	306,724	302,276	297,992	336,216
Materials & Contracts	557,150	452,966	461,896	496,001
Depreciation	9,345,000	9,438,450	9,532,835	9,628,163
Other Expenses	1,582,500	1,629,150	1,661,733	1,714,967
<b>Total Operating Expenditure</b>	<b>12,841,687</b>	<b>12,894,801</b>	<b>13,053,870</b>	<b>13,302,923</b>
<b>Operating Result</b>	<b>20,876,014</b>	<b>27,567,111</b>	<b>28,607,060</b>	<b>29,738,867</b>
<b>Net Operating Result before Capital Items</b>	<b>15,846,014</b>	<b>17,495,561</b>	<b>18,498,574</b>	<b>19,593,076</b>
<b>Funding Statement</b>				
Operating Result	20,876,014	27,567,111	28,607,060	29,738,867
<i>Add Back Non Cash Items</i>				
Depreciation	9,345,000	9,438,450	9,532,835	9,628,163
<i>Total Non Cash Items</i>	9,345,000	9,438,450	9,532,835	9,628,163
<b>Adjusted Operating Result</b>	<b>30,221,014</b>	<b>37,005,561</b>	<b>38,139,895</b>	<b>39,367,030</b>
<b>Source of Capital Funds</b>				
Sale of Assets	-	-	-	-
Loan Funds	-	-	-	-
Transferred From Section 94	-	-	-	-
Transferred From Reserves	-	-	-	-
<b>Funds Available</b>	<b>30,221,014</b>	<b>37,005,561</b>	<b>38,139,895</b>	<b>39,367,030</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	295,000	295,000	295,000	295,000
Loan Principal Repayment	725,651	728,702	734,302	694,174
Transfer to Section 94	5,030,000	10,071,916	10,134,224	10,171,899
Transfer to Reserves	-	-	-	-
<b>Net Movement in Working Capital</b>	<b>24,170,363</b>	<b>25,909,943</b>	<b>26,976,369</b>	<b>28,205,957</b>

**Forward Estimates of Income & Expenditure:**  
**Corporate Services**

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	7,880	7,395	9,086	9,359
User Charges & Fees	1,289,651	1,321,892	1,361,078	1,401,429
Interest & Investment Revenue	-	-	-	-
Other Revenue	66,477	67,807	69,163	70,546
Rental Revenue	2,347,282	2,649,228	2,702,212	2,818,012
Operating Grants & Contributions	5,000	5,100	5,202	5,306
Capital Grants & Contributions	-	-	-	-
<b>Total Operating Income</b>	<b>3,716,290</b>	<b>4,051,422</b>	<b>4,146,741</b>	<b>4,304,652</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	2,997,469	3,057,418	3,133,854	3,212,200
Borrowing Costs	239	239	239	239
Materials & Contracts	1,586,396	1,306,318	1,332,095	1,478,383
Depreciation	3,600	3,636	3,672	3,709
Other Expenses	2,429,066	2,538,200	2,624,703	2,652,508
<b>Total Operating Expenditure</b>	<b>7,016,770</b>	<b>6,905,811</b>	<b>7,094,563</b>	<b>7,347,039</b>
<b>Operating Result</b>	<b>(3,300,480)</b>	<b>(2,854,389)</b>	<b>(2,947,822)</b>	<b>(3,042,387)</b>
<b>Net Operating Result before Capital Items</b>	<b>(3,300,480)</b>	<b>(2,854,389)</b>	<b>(2,947,822)</b>	<b>(3,042,387)</b>
<b>Funding Statement</b>				
Operating Result	(3,300,480)	(2,854,389)	(2,947,822)	(3,042,387)
<i>Add Back Non Cash Items</i>				
Depreciation	3,600	3,636	3,672	3,709
<i>Total Non Cash Items</i>	3,600	3,636	3,672	3,709
<b>Adjusted Operating Result</b>	<b>(3,296,880)</b>	<b>(2,850,753)</b>	<b>(2,944,150)</b>	<b>(3,038,678)</b>
<b>Source of Capital Funds</b>				
Sale of Assets	-	-	-	-
Loan Funds	-	-	-	2,000,000
Transferred From Section 94	-	-	-	-
Transferred From Reserves	500,000	145,000	45,000	10,145,000
<b>Funds Available</b>	<b>(2,796,880)</b>	<b>(2,705,753)</b>	<b>(2,899,150)</b>	<b>9,106,322</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	425,000	425,000	1,625,000	12,775,000
Loan Principal Repayment	-	-	-	-
Transfer to Section 94	-	-	-	-
Transfer to Reserves	350,000	435,000	465,000	475,000
<b>Net Movement in Working Capital</b>	<b>(3,571,880)</b>	<b>(3,565,753)</b>	<b>(4,989,150)</b>	<b>(4,143,678)</b>

## Forward Estimates of Income &amp; Expenditure:

## City Assets

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	-	-	-	-
User Charges & Fees	5,266,200	5,447,855	5,592,390	5,740,883
Interest & Investment Revenue	-	-	-	-
Other Revenue	117,800	120,156	122,559	125,010
Rental Revenue	-	-	-	-
Operating Grants & Contributions	1,381,647	1,412,403	1,443,853	1,479,292
Capital Grants & Contributions	1,450,000	1,450,000	1,450,000	1,450,000
<b>Total Operating Income</b>	<b>8,215,647</b>	<b>8,430,414</b>	<b>8,608,802</b>	<b>8,795,185</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	6,824,754	7,121,843	7,301,093	7,484,860
Borrowing Costs	3,267	3,267	3,267	3,267
Materials & Contracts	5,099,602	5,148,330	5,266,152	5,366,952
Depreciation	21,428	21,642	21,859	22,077
Other Expenses	1,998,525	2,059,669	2,111,325	2,164,328
<b>Total Operating Expenditure</b>	<b>13,947,576</b>	<b>14,354,751</b>	<b>14,703,696</b>	<b>15,041,484</b>
<b>Operating Result</b>	<b>(5,731,929)</b>	<b>(5,924,337)</b>	<b>(6,094,894)</b>	<b>(6,246,299)</b>
<b>Net Operating Result before Capital Items</b>	<b>(7,181,929)</b>	<b>(7,374,337)</b>	<b>(7,544,894)</b>	<b>(7,696,299)</b>
<b>Funding Statement</b>				
Operating Result	(5,731,929)	(5,924,337)	(6,094,894)	(6,246,299)
<i>Add Back Non Cash Items</i>				
Depreciation	21,428	21,642	21,859	22,077
<i>Total Non Cash Items</i>	21,428	21,642	21,859	22,077
<b>Adjusted Operating Result</b>	<b>(5,710,501)</b>	<b>(5,902,695)</b>	<b>(6,073,035)</b>	<b>(6,224,222)</b>
<b>Source of Capital Funds</b>				
Sale of Assets	550,000	1,060,000	1,075,000	1,090,000
Loan Funds	1,000,000	-	1,000,000	-
Transferred From Section 94	-	-	-	-
Transferred From Reserves	700,000	785,000	880,000	1,000,000
<b>Funds Available</b>	<b>(3,460,501)</b>	<b>(4,057,695)</b>	<b>(3,118,035)</b>	<b>(4,134,222)</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	9,805,555	9,802,160	10,073,130	10,450,446
Loan Principal Repayment	-	-	-	-
Transfer to Section 94	-	-	-	-
Transfer to Reserves	350,000	350,000	450,000	850,000
<b>Net Movement in Working Capital</b>	<b>(13,616,056)</b>	<b>(14,209,855)</b>	<b>(13,641,165)</b>	<b>(15,434,668)</b>

**Forward Estimates of Income & Expenditure:**  
**City Strategy**

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	6,514,873	6,925,376	7,368,833	7,789,898
User Charges & Fees	1,157,000	1,185,925	1,209,644	1,233,836
Interest & Investment Revenue	-	-	-	-
Other Revenue	62,000	63,240	64,505	65,795
Rental Revenue	-	-	-	-
Operating Grants & Contributions	77,145	79,074	81,050	83,482
Capital Grants & Contributions	-	-	-	-
<b>Total Operating Income</b>	<b>7,811,018</b>	<b>8,253,615</b>	<b>8,724,032</b>	<b>9,173,011</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	2,859,083	2,643,512	2,709,963	2,778,086
Borrowing Costs	29,408	29,408	29,408	29,408
Materials & Contracts	4,557,565	3,697,295	3,783,569	3,902,814
Depreciation	192,858	194,787	196,734	198,702
Other Expenses	2,892,265	3,123,952	3,188,148	3,258,653
<b>Total Operating Expenditure</b>	<b>10,531,179</b>	<b>9,688,954</b>	<b>9,907,822</b>	<b>10,167,663</b>
<b>Operating Result</b>	<b>(2,720,161)</b>	<b>(1,435,339)</b>	<b>(1,183,790)</b>	<b>(994,652)</b>
<b>Net Operating Result before Capital Items</b>	<b>(2,720,161)</b>	<b>(1,435,339)</b>	<b>(1,183,790)</b>	<b>(994,652)</b>
<b>Funding Statement</b>				
Operating Result	(2,720,161)	(1,435,339)	(1,183,790)	(994,652)
<i>Add Back Non Cash Items</i>				
Depreciation	192,858	194,787	196,734	198,702
<i>Total Non Cash Items</i>	192,858	194,787	196,734	198,702
<b>Adjusted Operating Result</b>	<b>(2,527,303)</b>	<b>(1,240,552)</b>	<b>(987,056)</b>	<b>(795,950)</b>
<b>Source of Capital Funds</b>				
Sale of Assets	-	-	-	-
Loan Funds	-	-	-	-
Transferred From Section 94	445,000	75,000	75,000	75,000
Transferred From Reserves	1,724,213	592,962	323,436	112,805
<b>Funds Available</b>	<b>(358,090)</b>	<b>(572,590)</b>	<b>(588,620)</b>	<b>(608,145)</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	115,000	120,000	125,000	130,000
Loan Principal Repayment	-	-	-	-
Transfer to Section 94	-	-	-	-
Transfer to Reserves	-	200,000	200,000	200,000
<b>Net Movement in Working Capital</b>	<b>(473,090)</b>	<b>(892,590)</b>	<b>(913,620)</b>	<b>(938,145)</b>



### Forward Estimates of Income & Expenditure: Community Life

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	-	-	-	-
User Charges & Fees	2,151,000	2,192,275	2,256,716	2,328,063
Interest & Investment Revenue	-	-	-	-
Other Revenue	4,562,100	4,466,342	4,555,669	4,646,782
Rental Revenue				
Operating Grants & Contributions	232,272	238,079	244,031	251,352
Capital Grants & Contributions	-	-	-	-
<b>Total Operating Income</b>	<b>6,945,372</b>	<b>6,896,696</b>	<b>7,056,416</b>	<b>7,226,197</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	7,802,632	7,962,619	8,165,718	8,374,015
Borrowing Costs	-	-	-	-
Materials & Contracts	1,810,643	1,906,876	1,943,812	1,981,467
Depreciation	-	-	-	-
Other Expenses	720,484	737,056	754,024	771,398
<b>Total Operating Expenditure</b>	<b>10,333,759</b>	<b>10,606,551</b>	<b>10,863,554</b>	<b>11,126,880</b>
<b>Operating Result</b>	<b>(3,388,387)</b>	<b>(3,709,855)</b>	<b>(3,807,138)</b>	<b>(3,900,683)</b>
<b>Net Operating Result before Capital Items</b>	<b>(3,388,387)</b>	<b>(3,709,855)</b>	<b>(3,807,138)</b>	<b>(3,900,683)</b>
<b>Funding Statement</b>				
Operating Result	(3,388,387)	(3,709,855)	(3,807,138)	(3,900,683)
<i>Add Back Non Cash Items</i>				
Depreciation	-	-	-	-
<i>Total Non Cash Items</i>	-	-	-	-
<b>Adjusted Operating Result</b>	<b>(3,388,387)</b>	<b>(3,709,855)</b>	<b>(3,807,138)</b>	<b>(3,900,683)</b>
<b>Source of Capital Funds</b>				
Sale of Assets	-	-	-	-
Loan Funds	-	-	-	-
Transferred From Section 94	-	-	-	-
Transferred From Reserves	-	-	-	-
<b>Funds Available</b>	<b>(3,388,387)</b>	<b>(3,709,855)</b>	<b>(3,807,138)</b>	<b>(3,900,683)</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	164,000	174,000	176,000	183,000
Loan Principal Repayment	-	-	-	-
Transfer to Section 94	-	-	-	-
Transfer to Reserves	50,000	50,000	50,000	50,000
<b>Net Movement in Working Capital</b>	<b>(3,602,387)</b>	<b>(3,933,855)</b>	<b>(4,033,138)</b>	<b>(4,133,683)</b>

**Forward Estimates of Income & Expenditure:  
People & Performance**

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
<b>Operating Income</b>				
<b>Type</b>				
Rates & Annual Charges	-	-	-	-
User Charges & Fees	80,000	82,000	84,460	86,994
Interest & Investment Revenue	-	-	-	-
Other Revenue	68,152	69,515	70,905	72,323
Rental Revenue	-	-	-	-
Operating Grants & Contributions	32,000	32,640	33,293	33,959
Capital Grants & Contributions	-	-	-	-
<b>Total Operating Income</b>	<b>180,152</b>	<b>184,155</b>	<b>188,658</b>	<b>193,276</b>
<b>Operating Expenditure</b>				
<b>Type</b>				
Employment Costs	1,388,104	1,835,074	1,893,413	1,960,150
Borrowing Costs	-	-	-	-
Materials & Contracts	872,850	798,837	814,539	870,551
Depreciation	-	-	-	-
Other Expenses	759,330	789,487	810,395	831,876
<b>Total Operating Expenditure</b>	<b>3,020,284</b>	<b>3,423,398</b>	<b>3,518,347</b>	<b>3,662,577</b>
<b>Operating Result</b>	<b>(2,840,132)</b>	<b>(3,239,243)</b>	<b>(3,329,689)</b>	<b>(3,469,301)</b>
<b>Net Operating Result before Capital Items</b>	<b>(2,840,132)</b>	<b>(3,239,243)</b>	<b>(3,329,689)</b>	<b>(3,469,301)</b>
<b>Funding Statement</b>				
Operating Result	(2,840,132)	(3,239,243)	(3,329,689)	(3,469,301)
<i>Add Back Non Cash Items</i>				
Depreciation	-	-	-	-
<i>Total Non Cash Items</i>	-	-	-	-
<b>Adjusted Operating Result</b>	<b>(2,840,132)</b>	<b>(3,239,243)</b>	<b>(3,329,689)</b>	<b>(3,469,301)</b>
<b>Source of Capital Funds</b>				
Sale of Assets	-	-	-	-
Loan Funds	-	-	-	-
Transferred From Section 94	-	-	-	-
Transferred From Reserves	-	-	-	-
<b>Funds Available</b>	<b>(2,840,132)</b>	<b>(3,239,243)</b>	<b>(3,329,689)</b>	<b>(3,469,301)</b>
<b>Less Funds Utilised</b>				
Acquisition of Assets	-	-	-	-
Loan Principal Repayment	-	-	-	-
Transfer to Section 94	-	-	-	-
Transfer to Reserves	50,000	50,000	50,000	50,000
<b>Net Movement in Working Capital</b>	<b>(2,890,132)</b>	<b>(3,289,243)</b>	<b>(3,379,689)</b>	<b>(3,519,301)</b>

## Income Statement

	Budget 2021-22	Budget 2022-23	Budget 2023-24	Budget 2024-25
	\$	\$	\$	\$
<b>Income from Continuing Operations</b>				
Rates & Annual Charges	33,687,499	35,532,267	37,069,969	38,702,396
User Charges & Fees	9,943,851	10,229,947	10,504,287	10,791,205
Interest & Investment Revenue	650,000	901,000	952,000	1,058,000
Other Revenues	4,878,529	4,789,100	4,884,882	4,982,579
Rental Revenue	2,347,282	2,649,228	2,702,212	2,818,012
Grants & Contributions provided for Operating Purposes	2,599,019	2,655,122	2,713,742	2,786,129
Grants & Contributions provided for Capital Purposes	6,480,000	11,521,550	11,558,486	11,595,791
<b>Total Income From Continuing Operations</b>	<b>60,586,180</b>	<b>68,278,213</b>	<b>70,385,577</b>	<b>72,734,113</b>
<b>Expenses From Continuing Operations</b>				
Employee Benefits & On-Costs	22,922,355	23,692,425	24,303,455	24,936,887
Borrowing Costs	339,638	335,190	330,906	369,130
Materials & Contracts	14,484,206	13,310,622	13,602,063	14,096,168
Depreciation & Amortisation	9,562,886	9,658,515	9,755,100	9,852,651
Other Expenses	10,382,170	10,877,514	11,150,328	11,393,730
<b>Total Expenses From Continuing Operations</b>	<b>57,691,255</b>	<b>57,874,266</b>	<b>59,141,853</b>	<b>60,648,565</b>
<b>Operating Result from Continuing Operations</b>	<b>2,894,925</b>	<b>10,403,947</b>	<b>11,243,724</b>	<b>12,085,547</b>
<b>Net Operating Result before Capital Items</b>	<b>(3,585,075)</b>	<b>(1,117,603)</b>	<b>(314,761)</b>	<b>489,756</b>
Depreciation Contra	9,562,886	9,658,515	9,755,100	9,852,651
Disposal of Assets	550,000	1,060,000	1,075,000	1,090,000
<b>Operating Funds Available</b>	<b>6,527,811</b>	<b>9,600,912</b>	<b>10,515,339</b>	<b>11,432,407</b>

## Balance Sheet

	Budget as at 30 June 2022	Budget as at 30 June 2023	Budget as at 30 June 2024	Budget as at 30 June 2025
	\$	\$	\$	\$
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	994,338	10,344,305	20,310,742	21,531,457
Investments	41,684,174	41,684,174	41,684,174	41,684,174
Receivables	3,257,888	3,732,567	3,882,921	3,980,913
Other	1,132,126	1,115,948	1,129,407	1,146,999
Non-current assets classified as "held for sale"	-	-	-	-
<b>Total Current Assets</b>	<b>47,068,525</b>	<b>56,876,994</b>	<b>67,007,244</b>	<b>68,343,543</b>
<b>Non-Current Assets</b>				
Investments	2,748,504	2,748,504	2,748,504	2,748,504
Receivables	-	-	-	-
Infrastructure, Property, Plant & Equipment	507,499,178	507,816,888	509,503,183	522,618,467
Investment Property	4,340,000	4,340,000	4,340,000	4,340,000
Intangible Assets	330,000	330,000	330,000	330,000
Right of Use assets	2,173,381	1,953,316	1,731,051	1,506,562
Other	15,000	15,000	15,000	15,000
<b>Total Non-Current Assets</b>	<b>517,106,062</b>	<b>517,203,707</b>	<b>518,667,738</b>	<b>531,558,532</b>
<b>Total Assets</b>	<b>564,174,588</b>	<b>574,080,701</b>	<b>585,674,982</b>	<b>599,902,075</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Payables	10,510,261	10,540,656	10,797,227	11,799,028
Contract Liabilities	1,653,896	2,060,513	2,094,641	2,131,059
Lease Liabilities	211,787	217,272	219,824	225,833
Borrowings	728,701	693,185	611,942	676,422
Provisions	7,021,460	7,021,460	7,021,460	7,021,460
<b>Total Current Liabilities</b>	<b>20,126,104</b>	<b>20,533,087</b>	<b>20,745,093</b>	<b>21,853,801</b>
<b>Non-Current Liabilities</b>				
Payables	-	-	-	-
Contract Liabilities	-	-	-	-
Lease Liabilities	2,208,089	1,990,817	1,770,993	1,545,160
Borrowings	5,033,455	4,340,270	4,687,213	5,928,560
Provisions	133,540	133,540	133,540	133,540
<b>Total Non-Current Liabilities</b>	<b>7,375,084</b>	<b>6,464,627</b>	<b>6,591,746</b>	<b>7,607,260</b>
<b>Total Liabilities</b>	<b>27,501,187</b>	<b>26,997,713</b>	<b>27,336,839</b>	<b>29,461,060</b>
<b>Net Assets</b>	<b>536,673,400</b>	<b>547,082,988</b>	<b>558,338,143</b>	<b>570,441,015</b>
<b>Equity</b>				
Accumulated Surplus	258,933,400	269,342,988	280,598,143	292,701,015
Revaluation Reserves	277,740,000	277,740,000	277,740,000	277,740,000
<b>Total Equity</b>	<b>536,673,400</b>	<b>547,082,988</b>	<b>558,338,143</b>	<b>570,441,015</b>

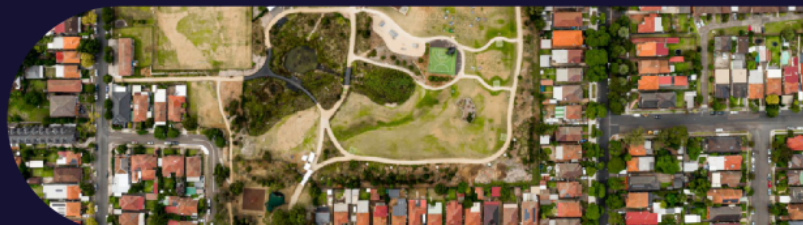
## Cash Flow Statement

	Budget as at 30 June 2022	Budget as at 30 June 2023	Budget as at 30 June 2024	Budget as at 30 June 2025
	\$	\$	\$	\$
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates & Annual Charges	33,694,115	35,541,622	37,077,767	38,710,675
User Charges & Fees	10,078,786	10,249,845	10,523,367	10,811,161
Interest & Investment Revenue Received	639,782	828,869	882,535	1,045,864
Grants & Contributions	8,930,567	14,313,276	14,274,788	14,384,859
Other	7,160,427	7,338,722	7,562,338	7,774,820
	<b>60,503,677</b>	<b>68,272,335</b>	<b>70,320,795</b>	<b>72,727,379</b>
<b>Payments</b>				
Employee Benefits & On-Costs	22,874,333	23,651,565	24,275,550	24,908,276
Materials & Contracts	14,620,729	13,366,805	13,555,322	14,035,075
Borrowing Costs	341,033	331,965	318,595	347,476
Other	10,386,398	10,876,002	11,139,839	11,381,604
	<b>48,222,493</b>	<b>48,226,337</b>	<b>49,289,306</b>	<b>50,672,431</b>
<b>Net Cash provided (or used in) Operating Activities</b>	<b>12,281,184</b>	<b>20,045,998</b>	<b>21,031,489</b>	<b>22,054,948</b>
<b>Cash Flows from Investing Activities</b>				
<b>Receipts</b>				
Sale of Infrastructure, Property, Plant & Equipment	550,000	1,060,000	1,075,000	1,090,000
<b>Payments</b>				
Purchase of Infrastructure, Property, Plant & Equipment	11,905,045	10,815,332	12,188,692	23,010,235
<b>Net Cash provided (or used in) Investing Activities</b>	<b>(11,355,045)</b>	<b>(9,755,332)</b>	<b>(11,113,692)</b>	<b>(21,920,235)</b>
<b>Cash Flows from Financing Activities</b>				
<b>Receipts</b>				
Proceeds from Borrowings & Advances	1,000,000	-	1,000,000	2,000,000
<b>Payments</b>				
Repayment of Borrowings & Advances	725,650	728,701	734,301	694,173
Repayment of lease liabilities (principal repayments)	206,151	211,787	217,272	219,824
<b>Net Cash Flow provided (used in) Financing Activities</b>	<b>68,199</b>	<b>(940,488)</b>	<b>48,427</b>	<b>1,086,003</b>
<b>Net Increase / (Decrease) in Cash &amp; Cash Equivalents</b>	<b>994,338</b>	<b>9,350,178</b>	<b>9,966,224</b>	<b>1,220,716</b>
Cash at the beginning of the reporting period	-	994,338	10,344,516	20,310,740
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>994,338</b>	<b>10,344,516</b>	<b>20,310,740</b>	<b>21,531,456</b>





Promote and enhance the retail and dining experience in Burwood through initiatives which attract visitors.



If you have a comment or a question about the Operational Plan 2021-2022 please contact us:

**Email:** [council@burwood.nsw.gov.au](mailto:council@burwood.nsw.gov.au)

**Phone:** 9911 9911

**Social media:** @BurwoodCouncil

**In person:** 2 Conder Street, Burwood







# Fees and Charges 2021-2022 DRAFT



**Burwood**  
Inc.1874

Burwood . Burwood Heights . Croydon . Croydon Park . Enfield . Strathfield

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Burwood Council

### Pricing Policy

In accordance with Section 608 of the Local Government Act 1993 and other relevant legislation, Burwood Council charges and recovers approved fees and charges for any services it provides as contained within the document entitled Fees and Charges 2021-22.

Fees and charges are generally intended to be imposed on the following services provided by Council under the Local Government Act or any other Act or regulations:

- Supply of a product, service or commodity;
- Giving of information;
- Providing a service in connection with the exercise of the Council's regulatory functions, including receiving an application for approval, granting an approval, making an inspection and issuing a certificate;
- Allowing admission to any building or enclosure;
- Possession, occupation or enjoyment of a rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place (s.611)
- Allowing the use or benefit from Council's assets, possessions, etc.

Burwood Council's general policy in determining the amount of fees to be charged for goods and services considers the following factors:

- The cost of providing the service
- The importance of the service to the community
- Prices fixed by the relevant industry body
- Any factors specified in the Local Government Regulations
- Equity factors
- User pays principle
- Financial objectives
- Customer objectives
- Resource use objectives
- Market prices
- Cross subsidisation objectives
- Goods and Services Tax (GST)

continued on next page ...

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Pricing Policy [continued]

In cases where the amount of fees and charges for service is determined under another Act or regulatory body, Council's policy is not to determine an amount that is inconsistent with the amount determined under the other Act or regulatory body.

All of Council's fees and charges not subject to statutory control are reviewed on an annual basis prior to finalisation of Council's annual operating budget. However, in special circumstances, fees and charges can be reviewed and approved by Council in accordance with the Local Government Act 1993 and Regulations.

## Price Codes

### FC - Full Cost Pricing

Council recovers all direct and indirect costs of the service (including depreciation of assets deployed).

### PC - Partial Cost Pricing

Council recovers less than the full cost (as defined above). The reasons may include community service obligation, priorities or legislative limits on charging.

### LR - Legislative Requirements

Price of the service is determined by Legislation, and dependent on price, may or may not recover full cost.

### MP - Market Pricing

The price of the service is determined by examining alternative prices of surrounding service providers (this also may or may not recover the full costs of the service) eg children's services.

### Z - Free (Zero Priced)

Some services may be provided free of charge and the whole cost determined as a community service obligation and / or may fall within a class of public good.

### RR - Rate of Return Pricing

This would include Full Cost Pricing as defined above in addition to a profit margin to factor in a return to Council for assets employed.

### BD - Bonds and Deposits

Refundable deposit against possible damage to Council property.

## Goods and Services Tax Act 1999 (GST)

Those goods and/or services that have been subject to GST have been identified in Council's Fees and Charges as GST applying. In accordance with taxation legislation the price shown for those goods and/or services is the GST inclusive price.

The Fees and Charges for 2021-22 have been prepared using the best available information in relation to the GST.

However, if a fee is shown as being subject to GST is subsequently proven not to be subject to GST then that fee will be amended by reducing the GST to Nil. Conversely, if it is determined that a fee shown as being not subject to GST then the fee will be increased but only to the extent of the GST.

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Access Through or Occupy Public Space

### Business Use of Footpaths

#### Administration of Business Use of Footpaths

0001	Application fee – footpath dining (outdoor eating)	\$284.00	\$290.00	\$0.00	\$290.00	RR
0002	Application fee – display of merchandise and other articles	\$184.50	\$188.50	\$0.00	\$188.50	RR
0003	Application fee – advertising signboards on footpaths (A-frames)	\$105.50	\$108.00	\$0.00	\$108.00	RR
0004	Application fee – busking permit	\$28.50	\$29.50	\$0.00	\$29.50	RR
0005	Application fee – commercial promotional / flyers permit (charities exempt)	\$156.00	\$159.50	\$0.00	\$159.50	RR
0006	Annual fee – display of merchandise and other articles (area less than 1.0m <sup>2</sup> per annum)	\$105.50	\$108.00	\$0.00	\$108.00	RR
0007	Annual fee – display of merchandise and other articles (area greater than 1.0m <sup>2</sup> per annum)	\$217.00	\$221.50	\$0.00	\$221.50	RR
0008	Annual fee – advertising signboards on footpaths (A-frames – renewal)	\$146.50	\$149.50	\$0.00	\$149.50	RR
0009	Licence variation fee – request for change in approved areas (display of merchandise and other articles)	\$141.50	\$144.50	\$0.00	\$144.50	RR
0010	Licence variation fee – request for change in approved areas (footpath dining)	\$149.50	\$152.50	\$0.00	\$152.50	RR

#### Major Commercial Centres

0011	Burwood Town Centre – per m <sup>2</sup> per annum (display of merchandise and other articles)	\$353.00	\$361.00	\$0.00	\$361.00	RR
0012	Burwood Town Centre – per m <sup>2</sup> per annum (footpath dining)	\$395.00	\$403.00	\$0.00	\$403.00	RR

#### Other Commercial Areas

0013	Other commercial areas footpath dining per m <sup>2</sup> per annum	\$247.00	\$252.00	\$0.00	\$252.00	RR
0014	Other commercial areas display of merchandise and other articles per m <sup>2</sup> per annum	\$226.00	\$231.00	\$0.00	\$231.00	RR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Administration and Governance

### Bank Guarantee

0015	Bank guarantees associated with damage deposit – administration charge per bank guarantee	\$309.00	\$287.27	\$28.73	\$316.00	RR
Note: Damage deposits / bonds / prepayments of all types, paid via cash, cheque, bank cheque, money order, credit card etc. All damage deposits / bonds / prepayments refundable, will not earn any interest while deposited with the Council as it is considered that administration cost in managing these monies, would more than offset the interest that would have been earned.						
0016	Payment over \$5,000				Bank cheque only Min. Fee incl. GST: \$5,000.00	Z

### Credit Card Service Fee

0017	All transactions exclude GST, MasterCard and Visa				0.5%	LR
0018	All transactions include GST, MasterCard and Visa				0.5%	LR

### Financial Administration

0019	Failed payment fee – per dishonoured cheque	\$68.50	\$75.00	\$0.00	\$75.00	RR
0020	Failed payment fee – per electronic remittance	\$68.50	\$75.00	\$0.00	\$75.00	RR
0021	Fee for preparation of all council leases	\$282.50	\$262.27	\$26.23	\$288.50	PC

### Documents, Maps and Reports

0022	Section 7.12 Contributions Plans (each plan) – hard copy	\$53.00	\$54.50	\$0.00	\$54.50	PC
0023	Burwood LEP (written instrument only) – hard copy	\$53.00	\$54.50	\$0.00	\$54.50	PC
0024	Burwood Development Control Plan – hard copy	\$179.00	\$183.00	\$0.00	\$183.00	PC
0025	Burwood Heritage Study: Volume 1 or Inventory	\$53.00	\$54.50	\$0.00	\$54.50	PC
0026	Burwood Heritage Study: Volume 1 and Inventory	\$95.00	\$97.00	\$0.00	\$97.00	PC
0027	Burwood LEP map (single map in A3 size) – hard copy	\$5.40	\$5.60	\$0.00	\$5.60	PC
0028	Burwood LEP maps (full set of maps in A3 size) – hard copy	\$84.50	\$86.50	\$0.00	\$86.50	PC
0029	Council agendas and minutes (over the counter / download from website)				No fee	Z
0030	Other planning policies, plans, codes and guidelines (each)	\$32.00	\$33.00	\$0.00	\$33.00	PC
0031	Stormwater management specifications	\$131.50	\$134.50	\$0.00	\$134.50	PC
0032	Certified copy of document, map or plan referred to in Section 10.8(2) of the Environmental Planning and Assessment Act 1979	\$53.00	\$53.00	\$0.00	\$53.00	LR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Geographic Information System (GIS) Maps

GIS map information may include: cadastre, aerial photos, contours, street names, local facilities plus more.

0033	A0 size coloured	\$32.00	\$33.00	\$0.00	\$33.00	FC
0034	A1 size coloured	\$21.50	\$22.00	\$0.00	\$22.00	FC
0035	A2 size coloured	\$16.00	\$16.40	\$0.00	\$16.40	FC
0036	A3 size coloured	\$10.80	\$11.20	\$0.00	\$11.20	FC
0037	A4 size coloured	\$5.40	\$5.60	\$0.00	\$5.60	FC
0038	Producing maps or providing digital information that requires substantial data manipulation (charged per hour or part thereof)	\$68.50	\$70.00	\$0.00	\$70.00	FC

### Public Tenders and Expressions of Interest Documents

0039	Tender documents per set, less than 50 pages (inclusive of appendices, attachments, etc)	\$42.50	\$43.50	\$0.00	\$43.50	PC
0040	Tender documents per set, between 51 pages and 100 pages (inclusive of appendices, attachments, etc)	\$68.50	\$70.00	\$0.00	\$70.00	PC
0041	Tender documents per set, between 101 pages and 200 pages (inclusive of appendices, attachments, etc)	\$100.50	\$103.00	\$0.00	\$103.00	PC
0042	Tender documents per set, greater than 200 pages (inclusive of appendices, attachments, etc)	\$131.50	\$134.50	\$0.00	\$134.50	PC

### Government Information (Public Access) Act 2009

#### Formal Request

An applicant is entitled to 50% reduction of processing charge if Council is satisfied that the applicant is suffering financial hardship and/or there is a special benefit to the public generally.

0043	GIPA formal application fee – section 41	\$30.00	\$30.00	\$0.00	\$30.00	LR
0044	GIPA processing charge – section 67 first 20 hours (personal information)	\$0.00	\$0.00	\$0.00	\$0.00	LR
Personal information about the applicant (the applicant being an individual)						
0045	GIPA processing charge – section 67 after the first 20 hours – per hour (personal information)	\$30.00	\$30.00	\$0.00	\$30.00	LR
0046	GIPA processing charge – section 64 (1 ) after first hour – per hour (non personal)	\$30.00	\$30.00	\$0.00	\$30.00	LR
Where an applicant is not an individual seeking personal information about themselves						

#### Internal Review

0047	GIPA Internal Review Application	\$40.00	\$40.00	\$0.00	\$40.00	LR
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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Property Enquiries

With the exception of government departments, solicitors and adjoining property owners, no information will be available over the telephone. No charge will be made for adjoining property owners however a signed property application form is required.

0048	Own or adjoining property				No fee	Z
0049	Under 15 minutes	\$27.00	\$28.00	\$0.00	\$28.00	PC
0050	Between 15 and 60 minutes	\$53.00	\$54.50	\$0.00	\$54.50	PC
0051	Over 60 minutes		\$120/hour or part thereof in excess of 1 hour			PC
0052	House name history (research and reply per property)	\$263.00	\$268.50	\$0.00	\$268.50	PC
0053	Requests for information requiring research or a written response (with owner's consent) per hour	\$158.00	\$161.50	\$0.00	\$161.50	PC
Minimum 1 hour - exact fee will be dependent upon staff time involved						

### Subpoena Processing

0054	Conduct money (upon receipt of subpoenas)	\$55.00	\$85.00	\$0.00	\$85.00	PC
0055	Less than 1 hour is required to compile the information	\$158.00	\$161.50	\$0.00	\$161.50	PC
0056	Longer than 1 hour is required to compile the information, and additional charges per hour or part thereof is charged	\$116.50	\$119.00	\$0.00	\$119.00	PC
0057	Subpoena file retrieval fee – after first file only	\$18.60	\$19.00	\$0.00	\$19.00	PC

### Printing, Copying and Scanning

0058	A3 black and white per page	\$1.10	\$1.15	\$0.00	\$1.15	PC
0059	A3 colour per page	\$4.30	\$4.40	\$0.00	\$4.40	PC
0060	A4 black and white per page	\$0.60	\$0.65	\$0.00	\$0.65	PC
0061	A4 colour per page	\$2.20	\$2.30	\$0.00	\$2.30	PC
0062	A4 microfiche	\$0.60	\$0.65	\$0.00	\$0.65	PC
0063	Per A0 copy	\$4.30	\$4.40	\$0.00	\$4.40	PC
0064	Per A1-A2 copy	\$2.20	\$2.30	\$0.00	\$2.30	PC

### Reprinting of Rate Notices

0065	Reprint and post rate notices and instalment notices	\$37.00	\$40.00	\$0.00	\$40.00	PC
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### GIS – House Renumbering

0066	Request for change in house numbering – non-refundable	\$293.00	\$300.00	\$0.00	\$300.00	PC
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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Interest Rate

### Local Government Act 1993 Section 566

0067	Interest on overdue rates and charges – per annum calculated daily (maximum set by Minister for Local Government) – 1 July 2021 to 30 June 2022				6.0%	LR
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## Animal Management

0068	Animal not desexed				As Prescribed	LR
0069	Animal not desexed kept by recognised breeder for breeding purposes				As Prescribed	LR
0070	Desexed animal				As Prescribed	LR
0071	Desexed animal owned by eligible pensioner				As Prescribed	LR
0072	Working dogs				As Prescribed	LR
0073	Certificate of compliance for dangerous or restricted dogs				As Prescribed	LR

## Impounding of Animals

0074	Animals other than dogs or cats	\$103.50	\$106.00	\$0.00	\$106.00	FC
0075	Cat offences, dangerous / restricted dogs and other offences as per schedule 1 – penalty notice offences				As Prescribed	LR
0076	Surrender dog or cat	\$286.50	\$292.50	\$0.00	\$292.50	FC
0077	Daily holding fee	\$62.50	\$64.00	\$0.00	\$64.00	FC
0078	Release of animal	\$62.50	\$64.00	\$0.00	\$64.00	FC

## Asset Management

### Car Share Parking

0079	Car share space in ticket parking area per space per year	\$870.00	\$888.00	\$0.00	\$888.00	FC
0080	Creation of parking space for car share operator	\$1,150.00	\$1,175.00	\$0.00	\$1,175.00	FC

### Civil Works in the Public Domain

0081	Application Fee for Civil Works in the Public Domain	\$1,100.00	\$1,125.00	\$0.00	\$1,125.00	FC
0082	Civil works inspection (per inspection)	\$145.00	\$148.00	\$0.00	\$148.00	FC
0083	Security Deposit				Cost of Works	BD

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Construction Works Zone

0084	Construction Works Zone application fee	\$153.00 plus as per specific zone fees below:				
0085	B1 Neighbour Centres, B2 Local Centres, B4 Mixed use and B6 Enterprise Corridor Zones	\$90.00 per lineal metre, per week or part thereof (minimum one month approval)				FC
0086	R1 General Residential, R2 Low Density Residential and R3 Medium Density Residential Zones	\$30.00 per metre, per week or part thereof (minimum one month approval)				FC
0087	Erection and removal of signage	\$0.00	\$740.00	\$0.00	\$740.00	PC
0088	Work zone within parking meter area – additional fee (over the per metre rate listed above)	80% of current parking rate				RR
0089	Work zones required to be for exclusive use 24 hours per day 7 days per week	Additional \$30.00 per lineal meter, per week or part thereof				RR

### Permit to Stand Plant

0090	Permit to stand plant (per plant per day)	\$460.00	\$470.00	\$0.00	\$470.00	FC
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### Damage Report

0091	Administration Fee for Damage Report	\$385.00	\$393.00	\$0.00	\$393.00	FC
Applicable when submitting a Development Application so as to determine the condition of the public asset before building works commence.						

### Provision and Administration of External Works and Emergency Call Out

Where Council is required to take control of an opening due to a dangerous situation. Restoration charges will still apply.

0092	To set up traffic control and make site safe for pedestrians and vehicular traffic – during business hours – establish traffic control plan, provide and place signs, barricades, traffic cones as necessary and maintain site in safe condition – per day	\$2,710.00	\$2,765.00	\$0.00	\$2,765.00	FC
0093	To set up traffic control and make site safe for pedestrians and vehicular traffic – outside of business hours – establish traffic control plan, provide and place signs, barricades, and traffic cones as necessary and maintain site in safe condition – per day	\$3,805.00	\$3,885.00	\$0.00	\$3,885.00	FC
0094	For after-hours response (between 3:00 pm and 6:30 am) to any development related hazard (per call out)	\$2,710.00	\$2,765.00	\$0.00	\$2,765.00	FC
0095	For after-hours response (between 3:00 pm and 6:30 am) to any utility related hazard (per call out)	\$2,710.00	\$2,765.00	\$0.00	\$2,765.00	FC
0096	For after-hours response (between 3:00 pm and 6:30 am) to any other related matter or hazard requiring Council attendance (per call out)	\$2,710.00	\$2,765.00	\$0.00	\$2,765.00	FC

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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**Labour**

per hour

0097	Senior manager	\$200.00	\$204.00	\$0.00	\$204.00	FC
0098	Manager	\$157.50	\$161.00	\$0.00	\$161.00	FC
0099	Supervisor	\$129.50	\$132.50	\$0.00	\$132.50	FC
0100	Team leader	\$119.00	\$121.50	\$0.00	\$121.50	FC
0101	Plant operator	\$113.00	\$115.50	\$0.00	\$115.50	FC
0102	Driver \ labourer	\$81.50	\$83.50	\$0.00	\$83.50	FC
0103	Minimum hours payable for after-hours attendance of staff (between 3:00 pm and 6:30 am)	5 hours minimum				FC
0104	Additional surcharge payable for after-hours attendance of staff (between 3:00 pm and 6:30 am)	30% surcharge per hour				FC

**Plant Hire**

per hour

0105	Backhoe / loader	\$83.50	\$85.50	\$0.00	\$85.50	FC
0106	High pressure cleaner	\$83.50	\$85.50	\$0.00	\$85.50	FC
0107	Mini footpath sweeper	\$83.50	\$85.50	\$0.00	\$85.50	FC
0108	Road sweeper	\$177.50	\$181.50	\$0.00	\$181.50	FC
0109	Trailer mounted chipper	\$177.50	\$181.50	\$0.00	\$181.50	FC
0110	Truck with hiab	\$177.50	\$181.50	\$0.00	\$181.50	FC
0111	Truck with elevated work platform	\$177.50	\$181.50	\$0.00	\$181.50	FC
0112	Truck	\$75.50	\$77.50	\$0.00	\$77.50	FC
0113	Ute	\$49.00	\$50.00	\$0.00	\$50.00	FC
0114	Minimum hours payable for afterhours use of plant (between 3:00 pm and 6:30 am)	4 hours minimum				FC

**Materials**

0115	Oil absorbent material per bag or per m <sup>2</sup>	\$104.00	\$106.50	\$0.00	\$106.50	FC
0116	Sand backfill material (per tonne)	\$104.00	\$106.50	\$0.00	\$106.50	FC
0117	Road base backfill material (per tonne)	\$104.00	\$106.50	\$0.00	\$106.50	FC
0118	Trench temporary sealing material – per bucket	\$199.00	\$203.00	\$0.00	\$203.00	FC
0119	Any other materials (per unit)	Quote plus 15%				FC

**Barricades and Fencing**

0120	Barricade and light rental per barricade per day (minimum weekly charge – Council to setup and place)	\$104.50	\$107.00	\$0.00	\$107.00	FC
0121	Water filled barrier rental per barrier per day (minimum weekly charge – Council to setup and place)	\$46.50	\$47.50	\$0.00	\$47.50	FC

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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**Barricades and Fencing** [continued]

0122	ArmorZone barrier with fencing rental per barrier per day (minimum weekly charge – Council to setup and place)	\$58.00	\$59.50	\$0.00	\$59.50	FC
0123	Temporary fencing rental per panel per day (minimum weekly charge – Council to setup and place)	\$46.50	\$47.50	\$0.00	\$47.50	FC
0124	Steel road plates per plate per week (minimum weekly charge – Council to setup and place)	\$2,080.00	\$2,125.00	\$0.00	\$2,125.00	FC
0125	Temporary kerb ramp per ramp per day (minimum weekly charge – Council to setup and place)	\$35.00	\$36.00	\$0.00	\$36.00	FC
0126	Delivery and return of water filled barriers, ArmorZone and temporary fencing – each way – during business hours	\$346.00	\$353.00	\$0.00	\$353.00	FC
0127	Delivery and return of water filled barriers, ArmorZone and temporary fencing – each way – outside of business hours	\$577.00	\$589.00	\$0.00	\$589.00	FC

**Flood Risk / Stormwater Assessment**

0128	Drainage Draft Plan Search and Service Fee per 20 min	\$114.00	\$116.50	\$0.00	\$116.50	RR
0129	Flood Planning Level Enquiry	\$550.00	\$561.00	\$0.00	\$561.00	RR
0130	Stormwater (General Inspection Fees per 45 mins, after an initial inspection)	\$136.00	\$139.00	\$0.00	\$139.00	RR
0131	Stormwater Drainage Application Fee			\$567 per application		FC
0132	Application to carry out stormwater drainage work (Section 138) refer to Asset Management Civil Works	\$1,075.00	\$1,100.00	\$0.00	\$1,100.00	FC
0133	Application to connect a private drain with a public drain under the control of a Council or with a drain which connects with such a public drain (Section 68)	\$1,075.00	\$1,100.00	\$0.00	\$1,100.00	RR
0134	Initial Assessment	\$430.00	\$439.00	\$0.00	\$439.00	RR
0135	Subsequent Assessments (each)	\$289.50	\$295.50	\$0.00	\$295.50	RR
0136	High Density Development (minimum \$480)			\$176 per hour Min. Fee incl. GST: \$480.00		FC
0137	Medium Density Development (minimum \$360)			\$176 per hour Min. Fee incl. GST: \$360.00		FC
0138	OSD Re-Inspection Fee(minimum \$120)			\$176 per hour Min. Fee incl. GST: \$120.00		FC
0139	Positive Covenant (minimum \$120)			\$176 per hour Min. Fee incl. GST: \$120.00		FC
0140	Single Dwelling with OSD (minimum \$240)			\$176 per hour Min. Fee incl. GST: \$240.00		FC
0141	Single Dwelling, no OSD (minimum \$120)			\$176 per hour Min. Fee incl. GST: \$120.00		FC

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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**Flood Risk / Stormwater Assessment** [continued]

0142	Works-As-Executed Plans (minimum \$240)				\$176 per hour	FC
					Min. Fee incl. GST: \$240.00	

**Hoardings**

0143	Ground level hoarding – type A temporary fencing, where any part of the fencing structure occupies the public domain. (A minimum period of 6 months, paid in advance, applies. Once this period is reached, additional payments shall be made for 3 months in advance). (Periods of less than 3 months can be resolved by negotiation).	\$320 plus an additional \$26/linear metre/week (frontage) or part thereof				FC
0144	Overhead hoarding – type B (A minimum period of 6 months, paid in advance, applies. Once this period is reached, additional payments shall be made for 3 months in advance). (Periods of less than 3 months can be resolved by negotiation).	\$605 plus an additional \$35/linear metre/week (frontage) or part thereof				FC
0145	Application lodgement fee	\$400.00	\$408.00	\$0.00	\$408.00	RR
0146	Fee adjustment for combined type A and B hoarding applications				\$320 to be waived	FC
0147	Environmental Planning and Assessment Act 1979 – cost compliance				Total cost of compliance	FC

**Memorial Donations**

0148	Memorial seat with plaque	\$3,300.00	\$3,063.64	\$306.36	\$3,370.00	RR
0149	Park seat	\$2,860.00	\$2,654.55	\$265.45	\$2,920.00	RR
0150	Plaque only	\$500.00	\$463.64	\$46.36	\$510.00	RR

**Rock Anchor Permit**

0151	Application Fee	\$5,365.00	\$5,475.00	\$0.00	\$5,475.00	RR
0152	Cost per anchor	\$215.00	\$219.50	\$0.00	\$219.50	RR
0153	Refundable Holding Deposit	Minimum \$50,000 plus \$1,000 per anchor above 50 units				BD
					Min. Fee incl. GST: \$50,000.00	

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Stormwater Management Services Charge

Included on Annual Rates and Charges Notice. For the purposes of the SMSC, company title property will be treated the same as strata title property and mixed development apportionment factor (MDAF) property will be treated as residential. Where strata title buildings contain both residential and business lots, the SMSC will be \$12.50 for residential or \$5.00 minimum for business.

### Exemptions from SMSC

- Crown Land and Crown Land held under private lease pursuant to Housing Act 2001 or Aboriginal Housing Act 1998
- Vacant land - defined as land containing no buildings or car parks and no significant impervious surfaces
- Council owned land or non-rateable land
- Rural residential or rural business land
- Land belonging to charities or public benevolent institutions

0154	Charge per residential* torrens title lot	\$25.00	\$25.00	\$0.00	\$25.00	LR
0155	Charge per residential* strata title lot	\$12.50	\$12.50	\$0.00	\$12.50	LR
0156	Charge per 350m <sup>2</sup> or part thereof business* torrens title lot – total charge capped at \$2,500	\$25.00	\$25.00	\$0.00	\$25.00	LR
* meaning categorised as such for rating purposes						
0157	Charge per business* strata title lot	\$5.00	\$5.00	\$0.00	\$5.00	LR

## Building Services

### General Information

#### Builders Indemnity Insurance

Construction Certificates and Complying Development Certificates cannot be issued unless the applicant provides a certificate of insurance issued by an approved insurer under the Home Building Act 1989.

Persons who wish to do building work on their own home may apply to the Department of Fair Trading for an owner-builder permit where:

1. the cost of the work exceeds \$5,000;
2. the work relates to a single dwelling - house or dual occupancy; and
3. the work requires development consent or is complying development.

An owner-builder who sells their dwelling within 7 years of completion of the work must take out home warranty insurance. Works valued less than \$12,000 value, no insurance is required when carried out by a licensed builder.

#### Long Service Levy

For building or subdivision works that exceed a value of \$25,000, payment of the Long Service Levy to the Long Service Levy Payments Corporation is required prior to Council (or an accredited certifier) issuing the Construction or Complying Development Certificate.

Council acts as an agent for collection of this levy. The amount payable is currently fixed at 0.35% of the total cost of the work and is GST exempt.

0158	General information	As listed above			RR
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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Complying Development Certificates and Exempt Development

### Administration of Complying Development Certificates

0159	Application to modify a complying development certificate (section 4.30) – after certificate has been issued	50% of original application fee, max fee of \$525				RR
0160	Complying development certificate applications involving a Building Code of Australia alternative solution	Relevant application fee plus additional charges may be levied to recover council's costs in more complicated assessments at the rate of \$275.00/hour or part thereof. Such charges will be as determined by the Group Manager Building & Development in consultation with the applicant. Min. Fee incl. GST: \$345.00				RR
0161	Confirmation in writing that development is exempt or complying development	\$133.00	\$136.00	\$0.00	\$136.00	FC
0162	Notification for complying development certificates	\$85.00	\$87.00	\$0.00	\$87.00	FC

### Complying Development Certificates – Application

0163	Work value less than or equal to \$20,000 (Class 1 and 10 buildings)	\$400.00	\$370.91	\$37.09	\$408.00	RR
0164	Work value between \$20,001 and \$50,000 (Class 1 and 10 buildings)	\$565.00	\$524.55	\$52.45	\$577.00	RR
0165	Work value between \$50,001 and \$200,000 (Class 1 and 10 buildings)	\$1,015.00	\$945.45	\$94.55	\$1,040.00	RR
0166	Work value between \$200,001 and \$1,000,000 (Class 1 and 10 buildings)	\$1,585.00	\$1,472.73	\$147.27	\$1,620.00	RR
0167	Work value more than \$1,000,000 (Class 1 and 10 buildings)	\$1,975.00	\$1,831.82	\$183.18	\$2,015.00	RR
0168	Work value less than or equal to \$20,000 (Class 2-9 buildings)	\$565.00	\$524.55	\$52.45	\$577.00	RR
0169	Work value between \$20,001 and \$50,000 (Class 2-9 buildings)	\$845.00	\$783.64	\$78.36	\$862.00	RR
0170	Work value between \$50,001 and \$200,000 (Class 2-9 buildings)	\$1,130.00	\$1,050.00	\$105.00	\$1,155.00	RR
0171	Work value between \$200,001 and \$1,000,000 (Class 2-9 buildings)	\$1,700.00	\$1,577.27	\$157.73	\$1,735.00	RR
0172	Work value more than \$1,000,000 (Class 2-9 buildings)	POA				RR

### Other Activity Application Fees

#### Section 68 Of Local Government Act 1993

0173	Amusement devices	\$150.00	\$150.00	\$0.00	\$150.00	LR
0174	Manufactured home	\$200.00	\$200.00	\$0.00	\$200.00	LR
0175	Other activities	\$150.00	\$150.00	\$0.00	\$150.00	LR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Construction and Development Certification

### Damage Deposits

For any Development Application including Complying Development Certificates issued by Private Certifiers, Council reserves the right to impose a condition of development consent requiring the lodgement of a Builder's Damage Deposit as assessed by Council's Engineering Team as required in the individual circumstances.

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
0176	Value of development (per applicant's estimate with application)				Minimum Deposit	BD
0177	Less than \$50,000	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	BD
0178	Between \$50,001 to \$100,000	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	BD
0179	Between \$100,001 to \$150,000	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	BD
0180	Between \$150,001 to \$200,000	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	BD
0181	Between \$200,001 to \$500,000	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00	BD
0182	Between \$500,001 to \$1,000,000	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	BD
0183	For demolition (only) applications – the damage deposit will be a set fee	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	BD
Where value of development is greater than \$1,000,000, damage deposit is calculated as 50% of the value of road frontage assets using unit rates for construction.						

### Construction Certificates – Class 1 and 10

Values listed in this table equate to the contract price or the cost of the building (in cases where there is no contract) and calculated in accordance with the Regulation. Values include the costs associated with the construction of the building, the costs associated with the preparation of the building for the purpose for which it is to be used (such as installing plant, fittings, fixtures and equipment), other works (if any) and costs of demolition (if any).

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
0184	Work value less than or equal to \$50,000	\$730.00	\$677.27	\$67.73	\$745.00	MP
0185	Work value between \$50,001 and \$100,000	\$730 plus \$8.10 for each \$1,000 above \$50,000				MP
0186	Work value between \$100,001 and \$250,000	\$1,135 plus \$7.30 for each \$1,000 above \$100,000				MP
0187	Work value between \$250,001 and \$500,000	\$2,230 plus \$6.30 for each \$1,000 above \$250,000				MP
0188	Work value between \$500,001 and \$1,000,000	\$3,805 plus \$5.25 for each \$1,000 above \$500,000				MP
0189	Work value exceeding \$1,000,001 and \$5,000,000	\$6,430 plus \$3.15 for each \$1,000 above \$1,000,000				MP
0190	Work value \$5,000,000	By Quotation				MP

### Construction Certificates – Class 2-9

#### Construction Certificate Fee for Residential and Mixed Commercial / Residential Developments Exceeding \$1,000,000 outside Burwood Town Centre and Developments \$10,000,000 or less inside the Burwood Town Centre

For mixed commercial or other developments the commercial or other part of the development is assessed in accordance with the above table (class 1 and 10 buildings).

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
0191	For residential and mixed commercial / residential developments the residential portion of the development is assessed as	i. \$475 per unit plus \$945 where Council is appointed as the Principal Certifying Authority ii. This fee includes PCA services and issue of Occupation Certificate.				MP

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Construction Certificate Fee for Residential and Mixed Commercial / Residential Developments exceeding \$10,000,000 within the Burwood Town Centre

For Mixed commercial or other Developments the commercial or other part of the development is assessed in accordance with the above table (Class 1 and 10 buildings).

0192	For residential and mixed commercial / residential developments the residential portion of the development is assessed as	i. \$685 per unit plus \$1,470 where Council is appointed as the Principal Certifying Authority (PCA) ii. This fee includes PCA services and issue of Occupation Certificate.				MP
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### Construction Certificate Modifications

0193	Construction certificate modifications	50% of original fee				RR
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### Registration of Certificates Issued by Accredited Certifiers

0194	Registration of a complying development certificate	\$36.00	\$36.00	\$0.00	\$36.00	LR
0195	Registration of construction certificate issued by private certifier (Not complying development)	\$36.00	\$36.00	\$0.00	\$36.00	LR
0196	Registration of occupation certificate issued by private certifier	\$36.00	\$36.00	\$0.00	\$36.00	LR
0197	Registration of subdivision certificate issued by private certifier (Not complying development)	\$36.00	\$36.00	\$0.00	\$36.00	LR

### Transfer of PCA services to Council

0198	Council appointed as PCA	Package as determined by Council delegate				RR
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### Construction Inspection

0199	Inspection fee	\$290.00	\$269.09	\$26.91	\$296.00	MP
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### Fire Safety Compliance

0200	Annual administration fee	\$85.00	\$79.09	\$7.91	\$87.00	MP
0201	BCA class 2-3 effective height <25m	\$680.00	\$630.91	\$63.09	\$694.00	MP
0202	BCA class 2-3 effective height >25m	\$1,360.00	\$1,263.64	\$126.36	\$1,390.00	MP
0203	BCA class 5-9 up to or equal 500m <sup>2</sup> floor area	\$575.00	\$533.64	\$53.36	\$587.00	MP
0204	BCA class 5-9 >500m <sup>2</sup> floor area	\$1,145.00	\$1,063.64	\$106.36	\$1,170.00	MP

### Building Certification

#### Building Information Certificates Division 6.7 – Classes 1 and 10 – Statutory

0205	Classes 1 and 10 (dwellings), and class 2 building containing only 2 dwellings	\$250 per dwelling				LR
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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Division 6.7 Certificates – Other Classes – Statutory

0206	A building not exceeding 200m <sup>2</sup>	\$250.00	\$250.00	\$0.00	\$250.00	LR
0207	A building greater than 200m <sup>2</sup> but not exceeding 2,000m <sup>2</sup>	\$250 plus an additional \$0.50 per m <sup>2</sup> over 200 m <sup>2</sup>				LR
0208	A building greater than 2,000m <sup>2</sup>	\$1,165 plus an additional \$0.075 per m <sup>2</sup> over 2,000m <sup>2</sup>				LR
0209	Additional inspections	\$90.00	\$90.00	\$0.00	\$90.00	LR
0210	Archive fee for unauthorised works building certificates*	\$100.00	\$100.00	\$0.00	\$100.00	LR

\*Additional fees apply for unauthorised works in accordance with the Environmental Planning and Assessment Regulation 2000.

## Certificates

### Planning Certificates

*Environmental Planning and Assessment Act 1979*  
*Environmental Planning and Assessment Regulation 2000*

Note that for strata lot applications, one fee is charged per lot applied for within that strata plan.

0211	Section 10.7(2) planning certificate application / reprint per lot	\$53.00	\$53.00	\$0.00	\$53.00	LR
0212	Section 10.7(2) and 10.7(5) planning certificate application / reprint per lot	\$133.00	\$133.00	\$0.00	\$133.00	LR
0213	Fee for urgent processing of applications for planning certificates under section 10.7(2) and 10.7(5) within 1 business day per lot	\$115.00	\$117.50	\$0.00	\$117.50	RR
Council reserves the right not to make the service available						
0214	Section 10.7 certificate – reprint	\$55.00	\$56.50	\$0.00	\$56.50	RR

### Outstanding Notices

0215	Outstanding notice – section 735A	\$60.00	\$60.00	\$0.00	\$60.00	LR
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### Occupation Certificates

0216	Occupation certificates (Council as PCA)	\$220.00	\$204.09	\$20.41	\$224.50	FC
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### Rates Certificates

*Local Government Act 1993 Sections 603 and 608*

0217	For replacement of section 10.7 or section 603 (certificate replacement request placed after 2 weeks from date of issue of original certificate)	\$41.50	\$42.50	\$0.00	\$42.50	RR
0218	Rates notice – annual or instalment – on coloured base stock with or without amended details *	\$37.00	\$40.00	\$0.00	\$40.00	RR
0219	Rates notice – annual or instalment – single sided black and white archive copy *	\$0.00	\$0.00	\$0.00	\$0.00	Z
0220	Section 603 certificate	\$85.00	\$85.00	\$0.00	\$85.00	LR

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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**Rates Certificates** [continued]

0221	Urgency fee – processed on-demand (subject to availability only)	\$205.50	\$300.00	\$0.00	\$300.00	RR
0222	Urgency fee – processed within 24 hours	\$175.00	\$200.00	\$0.00	\$200.00	RR
0223	Administration charge to refund Section 603/10.7 certificate	\$15.00	\$15.00	\$0.00	\$15.00	PC

**Section 54 Certificate***Local Government Act 1993*

0224	Application fee	\$60.00	\$60.00	\$0.00	\$60.00	LR
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**Section 88G Certificate***Conveyancing Act 1919*

0225	Section 88G certificates (Section 88G of Conveyancing Act)	\$10.00	\$10.00	\$0.00	\$10.00	LR
0226	Section 88G certificate requiring inspection	\$38.00	\$38.00	\$0.00	\$38.00	LR

**Swimming Pool Safety Certificate***Swimming Pools Amendment Act 2012**Swimming Pools Regulation 2008*

0227	Fee for provision of registration – assisting pool owners who do not have internet access	\$15.00	\$14.00	\$1.40	\$15.40	LR
0228	Swimming pool barrier exemption application	\$70.00	\$70.00	\$0.00	\$70.00	LR
0229	Swimming pool inspections and compliance certificates	\$150 plus \$100 for second and subsequent inspections				LR
0230	Copy of swimming pool compliance certificate	\$67.00	\$62.27	\$6.23	\$68.50	PC
0231	Swimming pool safety plaques resuscitation board	\$30.00	\$28.18	\$2.82	\$31.00	PC

**Compliance****Abandoned Articles****Motor Vehicles, Trucks, Trailers and Caravans**

0232	Impounding / holding fee	\$206 impounding fee plus \$40/day holding fee plus \$190 towing fee				FC
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**Shopping Trolleys and Sandwich Boards**

0233	Impounding administration fee	\$250 plus a \$15 per day per trolley storage fee				FC
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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Other Goods

0234	Other articles	\$105.50	\$108.00	\$0.00	\$108.00	FC
0235	Other articles (per article per day or part thereof)	\$42.50	\$43.50	\$0.00	\$43.50	FC

### Protection of Environment Operations Act

0236	Investigation that resulted in an order being given (currently up to \$1,000)				As Prescribed	LR
Environmental Planning and Assessment Regulation 2000 s281C						
0237	Litter fines and penalty				As Prescribed	LR
0238	Environmental audit	\$161.50	\$165.00	\$0.00	\$165.00	FC
0239	POEO – cost compliance				Total cost of compliance	RR
0240	POEO – notice administration fee				As Prescribed	LR

### Contaminated Land

#### Registration of Notice of Class 2 Remediation

0241	Registration of notice of intention to carry out class 2 remediation works (clause 16 – SEPP 55)	\$185.00	\$185.00	\$0.00	\$185.00	LR
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### Skip Bins Roadside Placements

0242	Initial fee (first year of activity)	\$1,535.00	\$1,570.00	\$0.00	\$1,570.00	RR
0243	Ongoing fee (after first year)	\$839.00	\$856.00	\$0.00	\$856.00	RR

### Clothing Bank Bins

0244	Annual permit per bin	\$393.00	\$401.00	\$0.00	\$401.00	RR
0245	Initial annual application fee	\$316.00	\$323.00	\$0.00	\$323.00	FC

### Community Services

#### Bus Hire

0246	8 seater and wheelchair hoist – per kilometre (includes petrol)	\$3.20	\$3.00	\$0.30	\$3.30	PC
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#### Community Programs

0247	Daytime session / class	\$5.50	\$5.00	\$0.50	\$5.50	PC
0248	9 week term	\$0.00	\$40.00	\$4.00	\$44.00	
0249	Daytime session / class with materials included	\$8.00	\$7.27	\$0.73	\$8.00	PC
0250	9 week term with materials included	\$0.00	\$60.00	\$6.00	\$66.00	PC

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Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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**Community Programs** [continued]

0251	Evening session / class (after 6:00 pm)	\$8.00	\$7.27	\$0.73	\$8.00	PC
0252	Evening 9 week term (after 6:00 pm)	\$0.00	\$60.00	\$6.00	\$66.00	PC
0253	Evening session / class (after 6:00 pm) with materials included	\$10.50	\$9.55	\$0.95	\$10.50	PC
0254	Evening 9 week term (after 6:00 pm) with materials included	\$0.00	\$80.00	\$8.00	\$88.00	PC

**Street Parties and School Fetes**

0255	Traffic management – community street parties and school fetes (all inclusive subject to council approval)				No fee	Z
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**Alcohol Prohibited Spaces**

0256	Application for consumption or sale of alcohol in an alcohol prohibited area or alcohol free zone	\$190.00	\$176.36	\$17.64	\$194.00	FC
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**Development Applications**

General Note: If two or more statutory fees apply to a single DA, then the amount payable shall be the sum of those fees.

Note 1: These fees are additional to other fees, which may apply.

Note 2: Regulations require Council to refund the amount of the fee not expended in advertising the application.

**Developments Involving Erection of Buildings, Carrying out of Works, or the Demolition of Buildings or Works at Work Value***Environmental Planning and Assessment Regulation 2000*

0257	DA for development up to \$5,000	\$110.00	\$110.00	\$0.00	\$110.00	LR
0258	Between \$5,001 – \$50,000	\$170 plus \$3.00 for each \$1,000 or part above \$5,000				LR
0259	Between \$50,001 – \$250,000	\$352 plus \$3.64 for each \$1,000 or part above \$50,000				LR
0260	Between \$250,001 – \$500,000	\$1,160 plus \$2.34 for each \$1,000 or part above \$250,000				LR
0261	Between \$500,001 – \$1,000,000	\$1,745 plus \$1.64 for each \$1,000 or part above \$500,000				LR
0262	Greater than \$1,000,001 less than \$10,000,000	\$2,615 plus \$1.44 for each \$1,000 above \$1,000,000				LR
0263	Greater than \$10,000,000	\$15,875 plus \$1.19 for each \$1,000 above \$10,000,000				LR
0264	Dwelling house valued under \$100,000 construction cost	\$455.00	\$455.00	\$0.00	\$455.00	LR
0265	DA not involving building work, demolition or sub division	\$285.00	\$285.00	\$0.00	\$285.00	LR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Specialist / Independent External Advice

### Any Development Applications

Where external specialist/independent Urban Design, Town Planning, Traffic, Engineering or other advice is considered necessary by Council to complete the assessment of the application, or where a VPA is proposed with a development application and it is necessary for an independent assessment of the development application. Upfront Fee for the following services:

0266	Town Planning Assessment	\$0.00	\$9,090.91	\$909.09	\$10,000.00	FC
0267	Urban Design Assessment	\$0.00	\$4,545.45	\$454.55	\$5,000.00	FC
0268	Traffic Assessment	\$0.00	\$2,727.27	\$272.73	\$3,000.00	FC
0269	Quantity Survey Report	\$0.00	\$1,363.64	\$136.36	\$1,500.00	FC
0270	Other External Consultancy Services (as required)				At Cost + 10%	FC

### Large Scale or Complex Development Applications

Where Council has to engage external consultants for specialist and expert advice the costs of these services will be covered by the Applicant. These costs will be agreed with applicants as part of pre-lodgement discussions and confirmed in writing between all parties.

0271	Large Scale or Complex Development Applications				At Cost + 10%	FC
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### Refund of Development Application Fees

0272	Withdrawal of application before assessment			Maximum 75% of fees paid	PC
0273	Withdrawal of application after assessment but prior to assessment report preparation			Maximum 50% of fees paid	PC
0274	Withdrawal of application after determination			No refund	PC

## Long Service Levy

Note: Statutory collected on behalf of The Long Service Payments Corporation

0275	Work value greater than \$25,000		0.35% of the value of building and construction works	LR
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### DA fees for Residential Heritage items

0276	Not exceeding \$10,000				No fee	PC
0277	Exceeding \$10,000 but not exceeding \$50,000	\$115.00	\$117.50	\$0.00	\$117.50	PC
0278	Exceeding \$50,000 but not exceeding \$100,000				\$105 plus Plan First	PC
0279	Exceeding \$100,000				Refer to development application table	PC



Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Other Developments – Statutory

0280	Development applications for the pruning or removal of a tree for heritage items and properties in HCA	\$105/application or \$45/application where applicant is a pensioner				LR
0281	Development for the purpose of 1 or more advertisements	\$285 plus an additional \$93 per advertisement in excess of 1, or the fee in accordance with the above table, whichever is greater.				LR

### Subdivisions – Regulation 249

#### *Environmental Planning and Assessment Regulation 2000*

0282	Other than strata subdivision, involving the opening of a public road (eg, torrens title / stratum subdivision / community title)	\$665 plus \$65 per additional lot				LR
0283	Other than strata subdivision, not involving the opening of a public road (eg, torrens title / stratum subdivision / community title)	\$330 plus \$53 per additional lot				LR
0284	Strata units subdivision	\$330 plus \$65 per additional lot				LR

### Integrated Development and Development which Requires Concurrence – Statutory

#### *Environmental Planning and Assessment Regulation 2000*

In addition to the fee specified above, the consent authority must charge an additional fee for the referral and provision of advice in respect of the general terms of approval to be granted by an approval body specified in Sections 91, 91A and 92.

Additional fee for each approval, Council shall forward the fee to the approval body with the request for the general terms of the approval from the approval body.

0285	Development which requires concurrence	\$140 plus \$320 for each approval body to which the development application is to be forwarded				LR
0286	Integrated development	\$140 plus \$320 for each approval body to which the development application is to be forwarded				LR

### Additional fees payable for development that requires advertising

In addition to any other fees payable, Council will charge up to the following maximum fees for giving of the notice required for the development:

0287	Designated development	\$2,220.00	\$2,220.00	\$0.00	\$2,220.00	LR
0288	Advertised development	\$1,105.00	\$1,105.00	\$0.00	\$1,105.00	LR
0289	Prohibited development	\$1,105.00	\$1,105.00	\$0.00	\$1,105.00	LR
0290	Development for which an environmental planning instrument requires notice to be given otherwise than as referred to above	\$1,105.00	\$1,105.00	\$0.00	\$1,105.00	LR
0291	Development application that is accompanied by a voluntary planning agreement under section 7.4 of the Act	\$1,130.00	\$1,130.00	\$0.00	\$1,130.00	LR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Development Applications – Notification

### Notification of Development Applications, Section 4.55 Applications or Section 8.2, 8.3, 8.4 and 8.5 Applications

Should an applicant submit amended plans prior to determination that requires re-notification of a development, an additional notification fee may be applicable.

0292	3D digital architectural model (where development application is required to be referred to JRPP)	\$2,210.00	\$2,255.00	\$0.00	\$2,255.00	RR
0293	3D digital architectural model (where required to accompany a development application)	\$1,105.00	\$1,130.00	\$0.00	\$1,130.00	RR
0294	Works less than \$10,000	\$41.00	\$42.00	\$0.00	\$42.00	RR
0295	Works between \$10,001 and \$100,000	\$148.00	\$151.00	\$0.00	\$151.00	RR
0296	Works between \$100,001 and \$500,000	\$290.00	\$296.00	\$0.00	\$296.00	RR
0297	Works between \$500,001 and \$1,000,000	\$353.00	\$361.00	\$0.00	\$361.00	RR
0298	Works greater than \$1,000,000 and less than \$10,000,000	\$621.00	\$634.00	\$0.00	\$634.00	RR
0299	Works greater than \$10,000,000	\$726.00	\$741.00	\$0.00	\$741.00	RR

### Notification fee for amended development application plans

0300	Notification fee for amended development application plans	Refer to the notification fees for original development application in the table above				LR
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### Review of Determination Under Section 8.2 and / or Review Where DA Not Accepted Under Section 8.2(1)(c)

#### Environmental Planning and Assessment Act 1979

0301	Review of determination of any other development up to \$5,000	\$55.00	\$55.00	\$0.00	\$55.00	LR
0302	Review of determination of any other development with an estimated cost of \$5,001 – \$250,000	\$85, plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost.				LR
0303	Review of determination of any other development with an estimated cost of \$250,001-\$500,000	\$500, plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.				LR
0304	Review of determination of any other development with an estimated cost of \$500,001-\$1,000,000	\$712, plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.				LR
0305	Review of determination of any other development with an estimated cost of \$1,000,001-\$10,000,000	\$987, plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.				LR
0306	Review of determination of any other development with an estimated cost more than \$10,000,000	\$4,737, plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.				LR
0307	Review of determination for a development application that does not involve the erection of a building, the carrying out of a work or the demolition of a work or building	50% of original application fee				LR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Review of Determination Under Section 8.2 and / or Review Where DA Not Accepted Under Section 8.2(1)(c) [continued]

0308	Review of determination for a development application that involves the erection of a dwelling house with an estimated cost of construction of \$100,000 or less	\$190.00	\$190.00	\$0.00	\$190.00	LR
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### Development Applications – Modification of a Consent Under Section 4.55

#### Environmental Planning and Assessment Act 1979

0309	Section 4.55(1) – corrections	\$71 (maximum fee)				LR
0310	Section 4.55(1A) – minor modifications	50% of original application fee (maximum fee of \$645)				LR
0311	Section 4.55(2) or under section 4.56 if the fee for the original application was less than \$100	50% of the fee for the original development application				LR
0312	Section 4.55(2) where the fee of the original application was more than \$100 but does not involve the erection of a building, the carrying out of work or the demolition of a work or building	50% of the fee for the original development application				LR
0313	Section 4.55(2) where the original application was for a dwelling house with an estimated cost of construction of \$100,000 or less	\$190.00	\$190.00	\$0.00	\$190.00	LR
0314	Section 4.55(2) for any other development up to an estimated cost of \$5,000	\$55.00	\$55.00	\$0.00	\$55.00	LR
0315	Section 4.55(2) for any other development up to an estimated cost of \$5,001-\$250,000	\$85, plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost.				LR
0316	Section 4.55(2) for any other development up to an estimated cost of \$250,001-\$500,000	\$500, plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.				LR
0317	Section 4.55(2) for any other development up to an estimated cost of \$500,001-\$1,000,000	\$712, plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.				LR
0318	Section 4.55(2) for any other development up to an estimated cost of \$1,000,001-\$10,000,000	\$987, plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.				LR
0319	Section 4.55(2) for any other development up to an estimated cost of more than \$10,000,000	\$4,737, plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.				LR
0320	Review of section 4.55(2) modification	50% of original application fee				LR
0321	Section 4.59 public notice for validity of a development consent	\$385.00	\$350.00	\$35.00	\$385.00	RR

### Specialist / Independent External Advice

#### Any Section 4.55(2) Application

Where external specialist/independent Urban Design, Town Planning, Traffic, Engineering or other advice is considered necessary by Council to complete the assessment of the application, or where a VPA is proposed with a development application and it is necessary for an independent assessment of the development application.

Full Cost Recovery - Upfront Fee for the following services:

0322	Town Planning Assessment	\$0.00	\$9,090.91	\$909.09	\$10,000.00	FC
0323	Urban Design Assessment	\$0.00	\$4,545.45	\$454.55	\$5,000.00	FC
0324	Traffic Assessment	\$0.00	\$2,727.27	\$272.73	\$3,000.00	FC
0325	Quantity Survey Report	\$0.00	\$1,363.64	\$136.36	\$1,500.00	FC

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**Any Section 4.55(2) Application** [continued]

0326	Other Consultancy Services as required				At Cost + 10%	FC
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**Development Applications – Other Services****Certified Planning Documents – Statutory**

0327	Certified copy of document or map clause 262 of Environmental Planning and Assessment Regulation 2000	\$53.00	\$53.00	\$0.00	\$53.00	LR
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**DA Pre-Lodgement Application**

0328	Single dwellings	\$270.00	\$250.45	\$25.05	\$275.50	RR
0329	Dual occupancies	\$270.00	\$250.45	\$25.05	\$275.50	RR
0330	Townhouses – estimated cost less than \$1,000,000	\$865.00	\$802.73	\$80.27	\$883.00	RR
0331	Townhouses – estimated cost of \$1,000,001 – \$1,500,000	\$1,300.00	\$1,209.09	\$120.91	\$1,330.00	RR
0332	Residential flat buildings	\$1,300.00	\$1,209.09	\$120.91	\$1,330.00	RR
0333	Residential flat buildings – 3 or more storeys and 4 or more dwellings (includes urban design fee)	\$1,945.00	\$1,804.55	\$180.45	\$1,985.00	RR
0334	Commercial developments (change of use / boarding houses) estimated cost less than \$1,000,000	\$680.00	\$630.91	\$63.09	\$694.00	RR
0335	Commercial developments (change of use/boarding houses) estimated cost of \$1,000,001 – \$5,000,000	\$970.00	\$900.00	\$90.00	\$990.00	RR
0336	Commercial developments (change of use/boarding houses) estimated cost greater than \$5,000,001	\$1,300.00	\$1,209.09	\$120.91	\$1,330.00	RR
0337	Mixed use development estimated cost less than \$1,000,000	\$680.00	\$630.91	\$63.09	\$694.00	RR
0338	Mixed use development estimated cost of \$1,000,001 – \$5,000,000 (includes urban design fee)	\$1,575.00	\$1,463.64	\$146.36	\$1,610.00	RR
0339	Mixed use development estimated cost greater than \$5,000,001 (includes urban design fee)	\$2,100.00	\$1,950.00	\$195.00	\$2,145.00	RR
0340	Consideration of amended plans	\$610.00	\$566.36	\$56.64	\$623.00	RR
0341	Consideration of amended plans where urban design advice is required	\$1,280.00	\$1,190.91	\$119.09	\$1,310.00	RR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Specialist / Independent External Advice

### DA Pre-Lodgement Applications

For developments such as residential flat buildings, mixed commercial/residential development, boarding houses, commercial developments, where it is necessary for Council to engage external consultants to provide specialist Urban Design, Town Planning, Traffic or similar advice Council will recover such costs. In this regard an up front fee will be charged:

0342	DA Pre-Lodgement Applications	\$0.00	\$4,545.45	\$454.55	\$5,000.00	FC
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### Large Scale or Complex Development Applications

Where Council has to engage external consultants for specialist and expert advice the costs of these services will be covered by the Applicant. These costs will be agreed with applicants as part of pre-lodgement discussions and confirmed in writing between all parties.

0343	Large Scale or Complex Development Applications				At Cost + 10%	FC
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## Covenant Removals or Amendments

0344	Application	\$135 plus \$70 per hour or part thereof in excess of 2 hours				FC
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## Development Contributions to Services and Amenities

*Environmental Planning and Assessment Act 1979*

### Burwood Contributions Plan

### Section 7.12 Contributions Plan for the Burwood Local Government Area (Excluding Burwood Town Centre)

#### All Development (except development pertaining to a dwelling house)

0345	Work value from \$0 to \$100,000				Nil	Z
0346	Work value from \$100,001 to \$200,000				0.50% multiplied by the indexed development cost	RR
0347	Work value greater than \$200,000				1% multiplied by the indexed development cost	RR

#### Development of a dwelling house and alterations, additions or ancillary structures thereto

0348	Work value from \$0 to \$100,000				Nil	Z
0349	Work value from \$100,001 to \$300,000				0.50% multiplied by the indexed development cost	RR
0350	Work value greater than \$300,000				0.25% multiplied by the indexed development cost	RR

### Section 7.12 Contributions Plan – Burwood Town Centre

0351	Work value from \$0 to \$250,000				Nil	Z
0352	Work value greater than \$250,000				4% multiplied by the indexed development cost	RR



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### Car Parking Rate for Monetary Contributions in Lieu of On-Site Parking under a Voluntary Planning Agreement and the DCP

0353	Rate per parking space	\$52,010.00	\$53,055.00	\$0.00	\$53,055.00	FC
The rate is provided as a guide to applicants and is intended to represent a reasonable base rate for the construction of a single parking space within a basement or parking complex. Council reserves the right to negotiate a variation of this rate as part of a Voluntary Planning Agreement. For further information, refer to the Burwood Development Control Plan and the addendum to the Planning Agreements Policy.						

### Monetary Contribution for Bonus Development

The rate is over and above the requirements of the Section 7.12 Contributions Plan for the Burwood Town Centre, Strathfield Town Centre, Burwood Road Burwood (between Parramatta Road and Meryla Street) and land in the B2 local centre zone along northern side of Liverpool Road Burwood and Strathfield. The monetary contribution is paid to Council as part of a Voluntary Planning Agreement. The rate is subject to review and change by Council.

0354	Rate per m <sup>2</sup> bonus floor space (Burwood and Strathfield Town Centres)	\$1,750.00	\$1,750.00	\$0.00	\$1,750.00	FC
0355	Rate per m <sup>2</sup> bonus floor space (Burwood Road between Parramatta Road and Meryla Street)	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	FC
0356	Rate per m <sup>2</sup> bonus floor space (land in the B2 local centre zone along northern side of Liverpool Road Burwood and Strathfield)	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	FC

### Planning Proposals

#### Pre-Planning Proposal Meeting

0357	Council's consultants' attendance expenses: \$ for \$ reimbursement			At cost plus GST		FC
0358	Proposal in the Burwood town centre – Meeting with Group Manager Strategic Planning, Heritage & Place Planning and Executive Strategic Planner or Senior Strategic Planner	\$1,500.00	\$1,530.00	\$0.00	\$1,530.00	FC
0359	Residential flat building proposal outside of Burwood town centre – Meeting with Group Manager Strategic Planning, Heritage & Place Planning and Executive Strategic Planner or Senior Strategic Planner	\$750.00	\$765.00	\$0.00	\$765.00	FC
0360	Non-residential proposal outside of Burwood town centre – Meeting with Group Manager Strategic Planning, Heritage & Place Planning and Executive Strategic Planner or Senior Strategic Planner				Nil	Z

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## Planning Proposals for LEP Amendments and DCP Amendments

1. A planning proposal for a minor LEP generally refers to a single allotment spot rezoning generated by a planning anomaly or inconsistency, or minor amendments such as the deletion of a heritage item or modification of a development standard. These LEP amendments are generally not complex or contentious. A planning proposal for a major LEP refers to all other rezoning applications submitted to Council. Fees for both major and minor LEP amendments are not refundable.
2. A new applicable fee may be payable again should the applicant amend a planning proposal for submission to Council.
3. One fee will be charged if a DCP is prepared by the applicant in conjunction with a planning proposal.

0361	Major LEP or DCP for land greater than 3,000 m <sup>2</sup>	\$70,000.00	\$71,400.00	\$0.00	\$71,400.00	FC
0362	Major LEP or DCP for land greater than 1,000 m <sup>2</sup> but less than 3,000 m <sup>2</sup>	\$35,000.00	\$35,700.00	\$0.00	\$35,700.00	FC
0363	Minor LEP or DCP for land less than 1,000 m <sup>2</sup>	\$10,000.00	\$10,200.00	\$0.00	\$10,200.00	FC
0364	Reconsideration (once only) fee on refusal or Council's condition of rezoning	\$2,000.00	\$2,040.00	\$0.00	\$2,040.00	FC
0365	Reimbursement of actual cost of required consultants (ie – planning urban design, traffic, heritage financial / economic, legal, etc)				At cost + 10%	FC

## Voluntary Planning Agreement (VPA)

### VPA Preparation Costs

0366	VPA for land greater than 3,000 m <sup>2</sup>	\$10,000.00	\$10,200.00	\$0.00	\$10,200.00	FC
0367	VPA for land greater than 1,000 m <sup>2</sup> but less than 3,000 m <sup>2</sup>	\$2,000.00	\$2,040.00	\$0.00	\$2,040.00	
0368	VPA for land less than 1,000 m <sup>2</sup> or using Council's standard template				Nil	Z
0369	Reimbursement of actual cost of required consultants (ie – planning urban design, traffic, heritage financial / economic, legal, etc)				At cost + 10%	

## Environment and Health

### Public Health

*Public Health Act 2010* - Statutory Fees, Charges and Penalties - as prescribed in legislation

*Food Act 2003* - Statutory Fees, Charges and Penalties - as prescribed in legislation

*Protection of the Environment Operations Act 1997* - Fees, Charges and Penalties - as prescribed in legislation

0370	Improvement notice fee	\$330.00	\$330.00	\$0.00	\$330.00	LR
0371	Fee for improvement notices and prohibition orders in the case of an improvement notice or a prohibition order given to an occupier of premises at which there is a regulated system	\$560.00	\$560.00	\$0.00	\$560.00	LR
0372	Fee for improvement notices and prohibition orders in the case of an improvement notice or a prohibition order given to an occupier of premises in any other case	\$270.00	\$270.00	\$0.00	\$270.00	LR

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**Public Health** [continued]

0373	Administration fee (or as prescribed in the relevant legislation)				As prescribed	LR
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**Registered Premises Annual Charges**

0374	Food shop category 1 – school canteens, childcare centres and the like (includes admin fee and 1 inspection)	\$272.50	\$278.00	\$0.00	\$278.00	FC
0375	Food shop category 2 – convenience stores, service stations and the like (includes admin fee and 1 inspection)	\$586.00	\$598.00	\$0.00	\$598.00	FC
0376	Food shop category 3 – restaurants, take aways and cafés up to 5 employees (includes admin fee and up to 2 inspections)	\$940.00	\$959.00	\$0.00	\$959.00	FC
0377	Food shop category 4 – restaurants, take aways and cafés 5 to 50 employees (includes admin fee and up to 2 inspections)	\$1,415.00	\$1,445.00	\$0.00	\$1,445.00	FC
0378	Food shop category 5 – supermarkets, clubs and the like with more than 51 employees (includes admin fee and up to 2 inspections)	\$4,180.00	\$4,265.00	\$0.00	\$4,265.00	FC
0379	Home based commercial food activity (includes family day care)	\$200.00	\$200.00	\$0.00	\$200.00	FC
0380	Mobile vendors	\$174.00	\$177.50	\$0.00	\$177.50	FC
0381	Cooling towers (includes registration fee and 1 inspection)	\$464.00	\$474.00	\$0.00	\$474.00	FC
0382	Restricted premises (includes registration fee and 1 inspection)	\$648.00	\$661.00	\$0.00	\$661.00	FC
0383	Skin penetration premises (includes registration fee and 1 inspection)	\$427.00	\$436.00	\$0.00	\$436.00	FC

**Inspections****Per Inspection**

0384	Certificate of registration (where not included in registration fee)	\$85.00	\$87.00	\$0.00	\$87.00	FC
0385	Beauty salon	\$200.00	\$204.00	\$0.00	\$204.00	FC
0386	Boarding house greater than 10 occupants	\$422.00	\$431.00	\$0.00	\$431.00	FC
0387	Boarding house 1-10 occupants	\$237.00	\$242.00	\$0.00	\$242.00	FC
0388	Cooling towers	\$232.00	\$237.00	\$0.00	\$237.00	FC
0389	Food shop – other (convenience stores and the like)	\$184.50	\$188.50	\$0.00	\$188.50	FC
0390	Food shop – restaurants, take aways and cafés	\$263.00	\$268.50	\$0.00	\$268.50	FC
0391	Food shop – pre occupation inspection	\$185.00	\$189.00	\$0.00	\$189.00	FC
0392	Hairdresser	\$184.50	\$188.50	\$0.00	\$188.50	FC
0393	Public pools and spas	\$189.50	\$193.50	\$0.00	\$193.50	FC
0394	Reinspection fee	\$158.00	\$161.50	\$0.00	\$161.50	FC
0395	Restricted premises	\$416.00	\$425.00	\$0.00	\$425.00	FC
0396	Skin penetration premises	\$200.00	\$204.00	\$0.00	\$204.00	FC

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## Events

Organiser Burwood Council

## Permit Fees

### General Conditions for Event Permits

#### LGA Business

Business that has a shopfront or primary operating area is based within the Burwood Council local government boundary.

#### Not For Profit

Not-for-profit (NFP) organisation must provide services to the community, not operate to make a profit and be registered with the ATO as a NFP.

#### Site sizing

A site size is set as 4m x 6m. If a stall requires more space it is charged at \$50 per 1 metre squared.

#### Tier1 Event

Under 200 people.

#### Tier2 Event

Between 200 and 1,000 attendees, part of the park, no road closures, up to 10 stall sites, no alcohol, up to 5 amusement devices.

#### Tier3 Event

Between 1,000 and 10,000 attendees, whole of park or part thereof, minor road closures and surrounding transport disruption, minor staging infrastructure, 10 to 15 stall sites, alcohol, 5 to 10 amusement devices.

#### Tier4 Event

Greater than 10,000 attendees, whole of park or part thereof, complete road closures, disruption to surrounding roads and public transport, major staging infrastructure, multiple event sites and/or days, 15+ staff sites, alcohol, 10+ amusement devices.

*The event tier is determined by Council and can be changed based on event activities, attendance, timing and inclusions.*

## Cancellation Fees

0397	Cancellation prior to 1 month before event	50% of fees	FC
0398	Cancellation between 2 weeks and 1 month of event	75% of fees	FC
0399	Cancellation less than 2 weeks of event	100% of fees	FC

## Major Festivals and Events (Tier4)

#### Receipt Codes

Burwood Festival T61 - 01475.3029.547 | Carols By Candlelight T156 - 01475.3014.671 | Chinese / Lunar Festival T16 - 01475.3012.547 | Australia Day Stalls T150 - 01475.3011.547 | Other Events T153 - 01475.3354.671

0400	Bond	\$0.00	\$5,000.00	\$0.00	\$5,000.00	BD
0401	Alcohol site	\$498.00	\$650.00	\$0.00	\$650.00	FC
0402	Amusement ride (per ride)	\$549.00	\$560.00	\$0.00	\$560.00	FC

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**Major Festivals and Events (Tier4)** [continued]

0403	Food site	\$520.00	\$550.00	\$0.00	\$550.00	FC
0404	Commercial Merch/info site	\$385.00	\$400.00	\$0.00	\$400.00	FC
0405	LGA commercial food site	\$338.00	\$450.00	\$0.00	\$450.00	FC
0406	LGA commercial merch/info site	\$253.00	\$300.00	\$0.00	\$300.00	FC
0407	LGA NFP food site	\$260.00	\$250.00	\$0.00	\$250.00	FC
0408	LGA NFP merch/info site	\$195.00	\$200.00	\$0.00	\$200.00	FC
0409	NFP food site	\$286.00	\$300.00	\$0.00	\$300.00	FC
0410	NFP merch/info site	\$214.50	\$250.00	\$0.00	\$250.00	FC

**Large Event (Tier3)****Receipt Codes**

Burwood Festival T61 - 01475.3029.547 | Carols By Candlelight T156 - 01475.3014.671 | Chinese / Lunar Festival T16 - 01475.3012.547 | Australia Day Stalls T150 - 01475.3011.547 | Other Events T153 - 01475.3354.671

0411	Bond	\$0.00	\$3,000.00	\$0.00	\$3,000.00	BD
0412	Alcohol site	\$187.00	\$450.00	\$0.00	\$450.00	FC
0413	Amusement ride (per ride)	\$290.00	\$300.00	\$0.00	\$300.00	FC
0414	Food site	\$189.50	\$350.00	\$0.00	\$350.00	FC
0415	Commercial merch/info site	\$166.00	\$250.00	\$0.00	\$250.00	FC
0416	LGA commercial food site	\$151.50	\$300.00	\$0.00	\$300.00	FC
0417	LGA commercial merch/info site	\$233.00	\$200.00	\$0.00	\$200.00	FC
0418	LGA NFP food site	\$114.00	\$150.00	\$0.00	\$150.00	FC
0419	LGA NFP merch/info site	\$99.50	\$100.00	\$0.00	\$100.00	FC
0420	NFP food site	\$132.50	\$200.00	\$0.00	\$200.00	FC
0421	NFP merch/info site	\$116.00	\$120.00	\$0.00	\$120.00	FC

**Medium Events and Markets (Tier2)****Receipt Codes**

Burwood Festival T61 - 01475.3029.547 | Carols By Candlelight T156 - 01475.3014.671 | Chinese/Lunar Festival T16 - 01475.3012.547 | Australia Day Stalls T150 - 01475.3011.547 | Other Events T153 - 01475.3354.671

0422	Bond	\$0.00	\$2,000.00	\$0.00	\$2,000.00	BD
0423	Alcohol site	\$121.50	\$250.00	\$0.00	\$250.00	FC
0424	Amusement Ride (per ride)	\$0.00	\$200.00	\$0.00	\$200.00	FC
0425	Food site	\$152.00	\$200.00	\$0.00	\$200.00	FC
0426	Commercial merch/info site	\$108.00	\$150.00	\$0.00	\$150.00	FC
0427	LGA commercial food site	\$106.50	\$150.00	\$0.00	\$150.00	FC
0428	LGA commercial merch/info site	\$97.00	\$100.00	\$0.00	\$100.00	FC
0429	LGA NFP food site	\$91.00	\$100.00	\$0.00	\$100.00	FC
0430	LGA NFP merch/info site	\$81.00	\$80.00	\$0.00	\$80.00	FC
0431	NFP food site	\$114.00	\$120.00	\$0.00	\$120.00	FC
0432	NFP merch/info site	\$92.00	\$100.00	\$0.00	\$100.00	FC



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**Woodstock Market Event in Partnership with Council (<5,000 attendance)**

0433	New markets – fee to process all new applications	\$100.00	\$100.00	\$0.00	\$100.00	PC
0434	Administration Fee per market event	\$160.00	\$160.00	\$0.00	\$160.00	PC
0435	Woodstock Park only, up to 8 hours including bump in and bump out	\$100.00	\$90.91	\$9.09	\$100.00	PC
0436	Each additional hour thereafter	\$25.00	\$22.73	\$2.27	\$25.00	PC
0437	Woodstock Park and hire of one venue (Woodstock or Fitzroy Hall) up to 8 hours including bump in and bump out	\$200.00	\$181.82	\$18.18	\$200.00	PC
0438	Each additional hour thereafter	\$50.00	\$45.45	\$4.55	\$50.00	PC
0439	Hire of second venue (Woodstock or Fitzroy Hall) up to 8 hours including bump in and bump out	\$120.00	\$109.09	\$10.91	\$120.00	PC
0440	Each additional hour thereafter	\$25.00	\$22.73	\$2.27	\$25.00	PC
0441	Fitzroy Hall when hired in conjunction with Woodstock Park	\$125.00	\$113.64	\$11.36	\$125.00	PC
0442	Cleaning	\$100.00	\$90.91	\$9.09	\$100.00	PC
0443	Garbage bin 1 x 240 litre bin per food/beverage stall	\$48.00	\$25.45	\$2.55	\$28.00	PC
0444	Bond for first venue and/or park usage	\$0.00	\$500.00	\$0.00	\$500.00	
0445	Bond for second venue	\$0.00	\$250.00	\$0.00	\$250.00	PC

**Partnered Public Event**

0446	Tier4 – per event	\$0.00	\$5,000.00	\$0.00	\$5,000.00	FC
0447	Tier3 – per event	\$0.00	\$3,000.00	\$0.00	\$3,000.00	FC
0448	Tier2 – per event	\$0.00	\$2,000.00	\$0.00	\$2,000.00	FC

**Event Services**

0449	Staff Call Out fee – per staff member per day	\$0.00	\$359.09	\$35.91	\$395.00	
0450	Emergency Cleaning fee	\$330.00 or cost recovery (whichever is greater) Min. Fee incl. GST: \$330.00				FC
0451	Access to power	\$0.00	\$109.09	\$10.91	\$120.00	FC
0452	Supply of 240 litre garbage bin for each additional 100 people above 200	\$0.00	\$45.45	\$4.55	\$50.00	FC
0453	Electrical tagging and testing – per item	\$0.00	\$13.64	\$1.36	\$15.00	FC
0454	Additional 240L garbage bin required for each additional 100 people above 100 people	\$50.00	\$46.36	\$4.64	\$51.00	FC
0455	One attending ground staff (Monday to Friday)	\$395.00	\$366.36	\$36.64	\$403.00	FC
0456	One attending ground staff (Saturday, Sunday and public holiday)	\$558.00	\$518.18	\$51.82	\$570.00	FC
0457	Use of electricity per day (casual basis available only) – not available at every park	\$116.50	\$108.18	\$10.82	\$119.00	FC

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## Facilities Hire and Use

### General Conditions of Facilities Hire

#### Note 1

The conditions of hire for venues document is available from Council's Venue Co-ordinator. Public Liability insurance to the value of \$20,000,000 at time of application for regular hirers, Council's insurance covers one off bookings if required.

A fee for a security guard may be required. Council's policy is No 16th, 18th or 21st Birthdays are allowed at the Woodstock Community Centre due to building under Heritage Order.

#### Note 2

Category 1 is defined as Commercial, Federal or State Government or individuals for the purpose such as meetings, seminars, training or private hire.

Category 2 is defined as non-profit groups and charities. Non-profit community groups or charities must provide Council with a copy of their letter of incorporation or evidence of non-profit status to obtain the reduced rate.

Category 3 is defined as LGA non-profit groups, charities and students. Non-profit community groups or charities must provide Council with a copy of their letter of incorporation or evidence of non-profit status to obtain the reduced rate. Students must provide Council with a copy of their current student identification card.

#### Note 3

Hall hire rates are heavily subsidised. No further concessions are available.

#### Note 4

Council reserves the right to revise fees and charges without notice.

#### Note 5

If a hall booking covers two (2) hire rates, the higher rate will apply.

#### Note 6

Public holidays will be charged at week-end rates.

#### Note 7

Casual booking hire minimum 2 hours permitted within 1 week of hire date.

#### Note 8

Function hire rate applies to private parties, weddings, receptions and dinner dances.

### Administration of Facilities Hire

#### Bonds and Security Deposit

0458	Access card or key bond	\$50.00	\$50.00	\$0.00	\$50.00	BD
0459	Additional bond where alcohol is being served	\$500.00	\$500.00	\$0.00	\$500.00	BD
0460	Cancellation 2 – 6 days prior to booking				50% of hire fee	PC
0461	Cancellation less than 48 hours' notice				100% of hire fee	PC
0462	Hall bond	\$500.00	\$500.00	\$0.00	\$500.00	BD
0463	Hall bond – community groups and seniors except when holding a function	\$300.00	\$300.00	\$0.00	\$300.00	BD

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### Venue Co-ordination

0464	Emergency audio visual support person – per hour	\$58.00	\$52.73	\$5.27	\$58.00	PC
0465	Charges for false fire alarms	\$1,685.00	\$1,685.00	\$0.00	\$1,685.00	FC
The <i>Fire Brigades ACT 1989</i> , section 42 allows FRNSW to charge for attending false alarm call-outs to monitored AFA systems. Council reserves the right to pass on the charge to applicant.						
0466	Non-compliance with terms and conditions – minimum (deducted from bond)	\$64.00	\$58.18	\$5.82	\$64.00	PC
0467	Room setup and pack up – per hour (minimum 2 hours) Mon – Fri	\$85.00	\$77.27	\$7.73	\$85.00	PC
0468	Replacement cost of access card	\$50.00	\$45.45	\$4.55	\$50.00	FC
0469	Security per hour per guard				Cost plus 10%	FC

### Community Hub

#### Category 1: Meeting rooms 1, 2, 3, 4 and Training Room

##### Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 1 room)

0470	Monday to Friday – per hour (minimum 1 hour)	\$36.00	\$32.73	\$3.27	\$36.00	PC
0471	Saturday and Sunday – per hour (minimum 2 hours)	\$41.00	\$37.27	\$3.73	\$41.00	PC

##### Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 2 rooms)

0472	Monday to Friday – per hour (minimum 1 hour)	\$65.00	\$59.09	\$5.91	\$65.00	PC
0473	Saturday and Sunday – per hour (minimum 2 hours)	\$74.00	\$67.27	\$6.73	\$74.00	PC

##### Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 3 rooms)

0474	Monday to Friday – per hour (minimum 1 hour)	\$86.00	\$78.18	\$7.82	\$86.00	PC
0475	Saturday and Sunday – per hour (minimum 2 hours)	\$98.00	\$89.09	\$8.91	\$98.00	PC

#### Category 2: Meeting rooms 1, 2, 3, 4 and Training Room 50% of Category 1 fee

##### Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 1 room)

0476	Monday to Friday – per hour (minimum 1 hour)	\$26.00	\$16.36	\$1.64	\$18.00	PC
0477	Saturday and Sunday – per hour (minimum 2 hours)	\$32.00	\$18.64	\$1.86	\$20.50	PC

##### Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 2 rooms)

0478	Monday to Friday – per hour (minimum 1 hour)	\$47.00	\$29.55	\$2.95	\$32.50	PC
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**Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 2 rooms)** [continued]

0479	Saturday and Sunday – per hour (minimum 2 hours)	\$56.50	\$33.64	\$3.36	\$37.00	PC
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**Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 3 rooms)**

0480	Monday to Friday – per hour (minimum 1 hour)	\$62.00	\$39.09	\$3.91	\$43.00	PC
0481	Saturday and Sunday – per hour (minimum 2 hours)	\$76.00	\$44.55	\$4.45	\$49.00	PC

**Category 3: Meeting rooms 1, 2, 3, 4 and Training Room 25% of Category 1 fee****Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 1 room)**

0482	Monday to Friday – per hour (minimum 1 hour)	\$15.00	\$8.18	\$0.82	\$9.00	PC
0483	Saturday and Sunday – per hour (minimum 2 hours)	\$21.00	\$9.32	\$0.93	\$10.25	PC

**Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 2 rooms)**

0484	Monday to Friday – per hour (minimum 1 hour)	\$28.00	\$14.77	\$1.48	\$16.25	PC
0485	Saturday and Sunday – per hour (minimum 2 hours)	\$39.00	\$16.82	\$1.68	\$18.50	PC

**Meeting rooms 1, 2, 3, 4 and Training Room (bookings of 3 rooms)**

0486	Monday to Friday – per hour (minimum 1 hour)	\$37.00	\$19.55	\$1.95	\$21.50	PC
0487	Saturday and Sunday – per hour (minimum 2 hours)	\$51.00	\$22.27	\$2.23	\$24.50	PC

**Conference Room****Category 1: Conference Room**

0488	Monday to Friday – per hour (minimum 1 hour)	\$58.00	\$52.73	\$5.27	\$58.00	PC
0489	Saturday and Sunday – per hour (minimum 2 hours)	\$66.00	\$60.00	\$6.00	\$66.00	PC

**Category 2: Conference Room 50% of Category 1 fee**

0490	Monday to Friday – per hour (minimum 1 hour)	\$40.00	\$26.36	\$2.64	\$29.00	PC
0491	Saturday and Sunday – per hour (minimum 2 hours)	\$46.00	\$30.00	\$3.00	\$33.00	PC

**Category 3: Conference Room 25% of Category 1 fee**

0492	Monday to Friday – per hour (minimum 1 hour)	\$25.00	\$13.18	\$1.32	\$14.50	PC
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**Category 3: Conference Room 25% of Category 1 fee** [continued]

0493	Saturday and Sunday – per hour (minimum 2 hours)	\$30.00	\$15.00	\$1.50	\$16.50	PC
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**Learning Labs / Media Rooms****Category 1: Learning Labs 1, 2 and 3 / Studios 1 and 2**

0494	Monday to Friday – per hour (minimum 1 hour)	\$30.00	\$27.27	\$2.73	\$30.00	PC
0495	Saturday and Sunday – per hour (minimum 2 hours)	\$35.00	\$31.82	\$3.18	\$35.00	PC

**Category 2: Learning Labs / Studios 1 and 2 50% of Category 1 fee**

0496	Monday to Friday – per hour (minimum 1 hour)	\$20.00	\$13.64	\$1.36	\$15.00	PC
0497	Saturday and Sunday – per hour (minimum 2 hours)	\$25.00	\$15.91	\$1.59	\$17.50	PC

**Category 3: Learning Labs / Studios 1 and 2 25% of Category 1 fee**

0498	Monday to Friday – per hour (minimum 1 hour)	\$10.00	\$6.82	\$0.68	\$7.50	PC
0499	Saturday and Sunday – per hour (minimum 2 hours)	\$15.00	\$7.95	\$0.80	\$8.75	PC

**Burwood Park Community Centre****Category 1: Burwood Park Community Centre**

0500	Monday to Friday – per hour (minimum 1 hour)	\$55.00	\$50.00	\$5.00	\$55.00	PC
0501	Saturday and Sunday – per hour (minimum 2 hours)	\$65.00	\$59.09	\$5.91	\$65.00	PC

**Category 2: Burwood Park Community Centre 50% of Category 1 fee**

0502	Monday to Friday – per hour (minimum 1 hour)	\$35.00	\$25.00	\$2.50	\$27.50	PC
0503	Saturday and Sunday – per hour (minimum 2 hours)	\$40.00	\$29.55	\$2.95	\$32.50	PC

**Category 3: Burwood Park Community Centre 25% of Category 1 fee**

0504	Monday to Friday – per hour (minimum 1 hour)	\$20.00	\$12.50	\$1.25	\$13.75	PC
0505	Saturday and Sunday – per hour (minimum 2 hours)	\$25.00	\$14.77	\$1.48	\$16.25	PC

**Burwood Park Community Centre – Function Hire**

0506	Hourly rate – minimum 4 hours including preparation time	\$110.00	\$100.00	\$10.00	\$110.00	PC
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**Burwood Park Community Centre – Function Hire** [continued]

0507	Cleaning Fee	\$60.00	\$54.55	\$5.45	\$60.00	PC
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**Burwood Park Community Centre – Function and Park Hire Packages**

0508	Hourly rate – minimum 4 hours including preparation time	\$0.00	\$122.73	\$12.27	\$135.00	PC
0509	Hourly rate – minimum 4 hours including preparation time including jumping castle / other amusement device	\$0.00	\$131.82	\$13.18	\$145.00	PC

**Burwood Park Community Centre Storage**

0510	Single cupboard – per month	\$20.00	\$18.18	\$1.82	\$20.00	PC
0511	Double cupboard – per month	\$40.00	\$36.36	\$3.64	\$40.00	PC
0512	Large cupboard – per month	\$75.00	\$68.18	\$6.82	\$75.00	PC

**Burwood Park Pavilion (Stage)**

Per hour

**Category 1: Burwood Park Pavilion**

0513	Hourly rate including use of PA system	\$0.00	\$18.18	\$1.82	\$20.00	
0514	Stage, park hire, electricity and 2 additional bins – for 4 hours (0 – 199 people)	\$580.00	\$322.73	\$32.27	\$355.00	PC
0515	Additional thereafter (per hour)	\$130.00	\$50.00	\$5.00	\$55.00	PC

**Category 2: Burwood Park Pavilion**

0516	Hourly rate including use of PA system	\$0.00	\$9.09	\$0.91	\$10.00	
0517	Stage, park hire, electricity and 2 additional bins – for 4 hours (0 – 199 people)	\$0.00	\$225.45	\$22.55	\$248.00	
0518	Additional thereafter (per hour)	\$0.00	\$24.55	\$2.45	\$27.00	PC

**Category 3: Burwood Park Pavilion**

0520	Hourly rate including use of PA system	\$0.00	\$4.55	\$0.45	\$5.00	
0519	Stage, park hire, electricity and 2 additional bins – for 4 hours (0 – 199 people)	\$0.00	\$181.82	\$18.18	\$200.00	PC
0521	Additional thereafter (per hour)	\$0.00	\$13.64	\$1.36	\$15.00	PC

**Fitzroy Centre****Category 1: Fitzroy Centre**

0522	Monday to Friday – per hour (minimum 1 hour)	\$60.00	\$54.55	\$5.45	\$60.00	PC
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**Category 1: Fitzroy Centre** [continued]

0523	Saturday and Sunday – per hour (minimum 2 hours)	\$75.00	\$68.18	\$6.82	\$75.00	PC
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**Category 2: Fitzroy Centre 50% of Category 1 fee**

0524	Monday to Friday – per hour (minimum 1 hour)	\$40.00	\$27.27	\$2.73	\$30.00	PC
0525	Saturday and Sunday – per hour (minimum 2 hours 12:00 pm – midnight)	\$55.00	\$34.09	\$3.41	\$37.50	PC

**Category 3: Fitzroy Centre 25% of Category 1 fee**

0526	Monday to Friday – per hour (minimum 1 hour)	\$25.00	\$13.64	\$1.36	\$15.00	PC
0527	Saturday and Sunday – per hour (minimum 2 hours 12:00 pm – midnight)	\$30.00	\$17.05	\$1.70	\$18.75	PC

**Fitzroy Centre – Function Hire**

0528	Hourly rate – minimum 4 hours including preparation time	\$130.00	\$118.18	\$11.82	\$130.00	PC
0529	Cleaning	\$60.00	\$54.55	\$5.45	\$60.00	PC

**George Street Centre****Category 1: George Street Centre**

0530	Monday to Friday – per hour (minimum 1 hour)	\$35.00	\$31.82	\$3.18	\$35.00	PC
0531	Saturday and Sunday – per hour (minimum 2 hours)	\$40.00	\$36.36	\$3.64	\$40.00	PC

**Category 2: George Street 50% of Category 1 fee Centre**

0532	Monday to Friday – per hour (minimum 1 hour)	\$25.00	\$15.91	\$1.59	\$17.50	PC
0533	Saturday and Sunday – per hour (minimum 2 hours)	\$30.00	\$18.18	\$1.82	\$20.00	PC

**Category 3: George Street Centre 25% of Category 1 fee**

0534	Monday to Friday – per hour (minimum 1 hour)	\$20.00	\$7.95	\$0.80	\$8.75	PC
0535	Saturday and Sunday – per hour (minimum 2 hours)	\$25.00	\$9.09	\$0.91	\$10.00	PC

**George Street Centre Storage**

0536	Monthly cupboard fee	\$0.00	\$18.18	\$1.82	\$20.00	
0537	Annual cupboard fee	\$0.00	\$181.82	\$18.18	\$200.00	PC

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**Woodstock Centre****Lipscomb Room****Category 1: Lipscomb Room, Hire of Kitchen Only**

Note: Not applicable if another room hired.

0538	Monday to Friday – per hour (minimum 1 hour)	\$20.00	\$18.18	\$1.82	\$20.00	PC
0539	Saturday and Sunday – per hour (minimum 2 hours)	\$24.00	\$21.82	\$2.18	\$24.00	PC

**Category 2: Lipscomb Room, Hire of Kitchen Only 50% of Category 1 fee**

Note: Not applicable if another room hired.

0540	Monday to Friday – per hour (minimum 1 hour)	\$13.00	\$9.09	\$0.91	\$10.00	PC
0541	Saturday and Sunday – per hour (minimum 2 hours)	\$14.00	\$10.91	\$1.09	\$12.00	PC

**Category 3: Lipscomb Room, Hire of Kitchen Only 25% of Category 1 fee**

Note: Not applicable if another room hired.

0542	Monday to Friday – per hour (minimum 1 hour)	\$8.00	\$4.55	\$0.45	\$5.00	PC
0543	Saturday and Sunday – per hour (minimum 2 hours)	\$9.00	\$5.45	\$0.55	\$6.00	PC

**Renwick, Scholes, Keep, Cardew and Hardie****Category 1: Renwick, Scholes, Keep, Cardew and Hardie**

0544	Monday to Friday – per hour (minimum 1 hour)	\$32.00	\$29.09	\$2.91	\$32.00	PC
0545	Saturday and Sunday – per hour (minimum 2 hours)	\$35.00	\$31.82	\$3.18	\$35.00	PC

**Category 2: Renwick, Scholes, Keep Cardew and Hardie 50% of Category 1 fee**

0546	Monday to Friday – per hour (minimum 1 hour)	\$22.00	\$14.55	\$1.45	\$16.00	PC
0547	Saturday and Sunday – per hour (minimum 2 hours)	\$23.00	\$15.91	\$1.59	\$17.50	PC

**Category 3: Renwick, Scholes, Keep, Cardew and Hardie 25% of Category 1 fee**

0548	Monday to Friday – per hour (minimum 1 hour)	\$12.00	\$7.27	\$0.73	\$8.00	PC
0549	Saturday and Sunday – per hour (minimum 2 hours)	\$13.00	\$7.95	\$0.80	\$8.75	PC

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**Jackett Room or Penfold Ballroom****Category 1: Jackett Room or Penfold Ballroom**

0550	Monday to Friday – per hour (minimum 1 hour)	\$55.00	\$50.00	\$5.00	\$55.00	PC
0551	Saturday and Sunday – per hour (minimum 2 hours)	\$65.00	\$59.09	\$5.91	\$65.00	PC

**Category 2: Jackett Room or Penfold Ballroom 50% of Category 1 fee**

0552	Monday to Friday – per hour (minimum 1 hour)	\$35.00	\$25.00	\$2.50	\$27.50	PC
0553	Saturday and Sunday – per hour (minimum 2 hours)	\$40.00	\$29.55	\$2.95	\$32.50	PC

**Category 3: Jackett Room or Penfold Ballroom 25% of Category 1 fee**

0554	Monday to Friday – per hour (minimum 1 hour)	\$20.00	\$12.50	\$1.25	\$13.75	PC
0555	Saturday and Sunday – per hour (minimum 2 hours)	\$25.00	\$14.77	\$1.48	\$16.25	PC

**Woodstock Centre Function Hire (Ground Floor)**

0556	Hourly rate – minimum 4 hours including preparation time	\$100.00	\$90.91	\$9.09	\$100.00	PC
0557	Cleaning fee	\$60.00	\$54.55	\$5.45	\$60.00	PC

**Woodstock Centre and Park Hire Function Package**

0558	Hourly rate – minimum 4 hours including preparation time	\$120.00	\$113.64	\$11.36	\$125.00	PC
0559	Each additional hour thereafter	\$120.00	\$113.64	\$11.36	\$125.00	PC

**Woodstock Centre Storage**

0560	Monthly locker fee	\$20.00	\$18.18	\$1.82	\$20.00	PC
0561	Annual locker fee	\$200.00	\$181.82	\$18.18	\$200.00	PC

**Banner Pole Advertising****Burwood Road**

34 banners

0562	Per banner / per fortnight	\$50.00	\$51.00	\$0.00	\$51.00	FC
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**CBD locations**

Including: Railway Parade, Conder Street, Everton Road, George Street, Victoria Street, Belmore Street, Wynne Avenue and The Boulevard.

0563	Per banner / per fortnight	\$40.00	\$41.00	\$0.00	\$41.00	FC
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**Other Fees**

0564	Installation and dismantle per banner	\$60.00	\$61.50	\$0.00	\$61.50	FC
0565	Banner production per banner (if produced by Council)	\$105.00	\$107.50	\$0.00	\$107.50	FC
0566	Wash and pack per banner (if service provided by Council)	\$15.00	\$15.40	\$0.00	\$15.40	FC

**Filming****Fee for Filming****Application Fee**

0567	Application fee – ultra-low impact less than 10 crew, 1 camera, sound, 1 light, no vehicles				No fee	Z
0568	Application fee – low impact 11-25 crew, minimal vehicles, minimal equipment/lighting, small unit base	\$184.50	\$188.50	\$0.00	\$188.50	PC
0569	Application fee – medium impact 26-50 no more than 10 trucks, some equipment, unit base	\$363.00	\$371.00	\$0.00	\$371.00	PC
0570	Application fee – high impact more than 50 crew, more than 10 trucks, significant construction, extensive equipment, large unit base	\$605.00	\$618.00	\$0.00	\$618.00	PC
0571	Application fee – council approval for parking when filming on private property such as unit base plans or parking plans.	\$158.00	\$161.50	\$0.00	\$161.50	PC
0572	Major revisions to a filming application		75% of original application fee			FC

**Filming Over Three Days**

0573	Standard low impact filming per day	\$126.50	\$129.50	\$0.00	\$129.50	PC
0574	Standard medium impact per day	\$247.00	\$252.00	\$0.00	\$252.00	PC
0575	Standard high impact filming per day	\$396.00	\$404.00	\$0.00	\$404.00	PC

**Traffic Management Plan of Filming**

0576	Administration of traffic management plan low impact stop/go traffic control on a local or council-managed road– police consultation		Refer to traffic management			PC
0577	Administration of traffic management plan medium impact stop/go traffic control on a multi-lane or state road, police consultation, RMS consultation		Refer to traffic management			PC

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**Traffic Management Plan of Filming** [continued]

0578	Administration of traffic management plan high impact road closures, police consultation, RMS consultation				Refer to traffic management	PC
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**Road Closures for Filming**

0579	Advertising for temporary road closures				Refer to traffic management	PC
0580	Lanes (per day)				Refer to traffic management	PC
0581	Whole road (per day)				Refer to traffic management	PC

**Other Fees of Filming**

0582	Access fee	\$292.50	\$298.50	\$0.00	\$298.50	PC
0583	Cleaning fee (per hour)	\$88.50	\$90.50	\$0.00	\$90.50	PC
0584	Location research/site inspections/supervisor (per hour)	\$64.50	\$66.00	\$0.00	\$66.00	PC
0585	Power access (per hour)	\$64.50	\$66.00	\$0.00	\$66.00	PC
0586	Security fee (minimum 4 hours) (per hour)	\$85.50	\$87.50	\$0.00	\$87.50	PC
0587	Site preparation (per hour)	\$64.50	\$66.00	\$0.00	\$66.00	PC
0588	Site remediation		To be determined by location and activities			PC
0589	Temporary structure – (installation of marquee, table and chairs in parks, signage, barriers, cabling, traffic controller)				\$423 per day per structure	PC

**Still Photography**

0590	Standard high impact filming per day (all inclusive per application)	\$231.00	\$236.00	\$0.00	\$236.00	PC
0591	Standard low impact per day (all inclusive per application)	\$118.50	\$121.00	\$0.00	\$121.00	PC
0592	Standard medium impact per day (all inclusive per application)	\$168.50	\$172.00	\$0.00	\$172.00	PC
0593	Standard ultra low per hour (all inclusive per application)	\$0.00	\$0.00	\$0.00	\$0.00	Z

**Graffiti Removal – Non-Council Property and Assets**

0594	Graffiti removal materials				Cost plus 15%	FC
0595	Hourly charge resident contribution for a 1 man crew, vehicle and high pressure cleaner	\$81.50	\$75.91	\$7.59	\$83.50	FC

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## Library

### Library Service Charges

#### Membership

0596	Burwood Book Club annual membership fee	\$10.00	\$10.20	\$0.00	\$10.20	RR
0597	Membership card replacement	\$5.40	\$5.60	\$0.00	\$5.60	RR

#### Reserved Items – Miscellaneous

0598	Inter-library loans**				\$5 plus costs	RR
If additional charges by Library borrowed from, costs are passed onto borrower.						
0599	Reserved items	\$0.00	\$0.00	\$0.00	\$0.00	Z

#### Printing and Photocopying Charges

per copy

0600	Photocopying and printing charges – black/white A3	\$0.20	\$0.18	\$0.02	\$0.20	RR
0601	Photocopying and printing charges – black/white A4	\$0.10	\$0.09	\$0.01	\$0.10	RR
0602	Photocopying and printing charges – colour A3	\$1.50	\$1.41	\$0.14	\$1.55	RR
0603	Photocopying and printing charges – colour A4	\$0.70	\$0.64	\$0.06	\$0.70	RR

#### Item Sale

0604	Per cotton bag				Market price plus 20%	RR
0605	Per poly bag				Market price plus 20%	RR
0606	Earbuds				Market price plus 20%	RR
0607	USB flash drive				Market price plus 20%	RR

#### Library Programs

0608	Special children's activities – per person				At Cost	PC
0609	Special adult's activities – per person				At Cost	PC
0610	Training sessions – per hour				At Cost	PC
0611	Training booklet				At Cost	PC
0612	Special programs				At Cost	PC

#### Materials Replacement Costs

0613	Toy library bag	\$2.20	\$2.30	\$0.00	\$2.30	RR
0614	CD cases/DVD cases (damaged or lost)	\$2.20	\$2.30	\$0.00	\$2.30	RR

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**Materials Replacement Costs** [continued]

0615	Library items (damaged or lost)	Cost of item plus \$16 processing				RR
Donated paperbacks replaced by similar item at discretion of Coordinator.						
0616	Library items (replacement of barcode label or tag on library items)	\$2.20	\$2.30	\$0.00	\$2.30	RR

**Local History Research**

0617	Research		First hour free then \$50/hour			RR
0618	Research – commercial		First hour free then \$100/hour			RR

**Parking Management****Paid Parking**

0619	On street parking	\$4.50 per hour up to a maximum of \$28.00 per day parking in nominated areas only				RR
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**On-Street Parking Permit**

For residents with no eligible onsite parking space. Street parking permits is subject to eligibility criteria. Resident pensioners 50% reduction in fees for resident on-street parking permits.

**Burwood LGA Zone**

0620	Commuter parking permit	\$60.00	\$61.50	\$0.00	\$61.50	RR
0621	Parking scheme – annual permit	\$3,180.00	\$3,245.00	\$0.00	\$3,245.00	RR
0622	Parking scheme – business permit	\$240.00	\$245.00	\$0.00	\$245.00	RR
0623	Parking scheme – resident permit				No fee	Z
0624	Parking scheme – visitor permit – pensioner or mobility permit holders concession				No fee	Z
0625	Parking scheme – visitors permit (first permit)				No fee	Z
0626	Parking scheme – visitors permit (second and subsequent permits) each (free for pensioners)	\$65.00	\$66.50	\$0.00	\$66.50	RR
0627	Replacement of stolen / lost permit	\$65.00	\$66.50	\$0.00	\$66.50	RR

**Other Parking Fees**

0628	Car park fees not listed pursuant to			Not listed	RR
Clause 201 (4) of the Local Government (General) Regulation 2005 (NSW)					
0629	Car parking on council parks (special events) per field at discretion of council			Hire fee and possible renovation fee	FC

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## Parks Hire

### Sports Fields Preseason Hire

0630	Preseason games – per field per day	\$332.00	\$404.55	\$40.45	\$445.00	PC
March to April (8 weeks) if available and for seasonal hirers only, includes line marking						
0631	Preseason night training minis and futsal – per field per night	\$287.50	\$200.91	\$20.09	\$221.00	PC
0632	Preseason night training all fields without floodlights – per field per night	\$287.50	\$204.55	\$20.45	\$225.00	PC
0633	Preseason night training with floodlights (Henley 1,2,3,4 and Blair) – per field per night	\$569.00	\$521.82	\$52.18	\$574.00	PC

### Synthetic Cricket Wicket – Burwood Park, Flockhart Park and Henley Park Cricket Fields

No Lighting Available All Fields

#### Receipt codes

Burwood Park T667 01252.3377.554 | Henley Park T667 01256.3377.554 | Flockhart Park T667 01257.3377.554

#### Seasonal

0634	Seasonal training, no lighting available – per field per night (max 4 hours)	\$611.00	\$567.27	\$56.73	\$624.00	FC
0635	Seasonal (Saturday or Sunday) – per field, per season	\$1,455.00	\$1,350.00	\$135.00	\$1,485.00	FC
Henley Park cricket field 3 not available for bookings on Sundays during Summer season, area available for general public use Burwood Park cricket field not available for bookings on Sundays, area available for general public use						

#### Casual

0636	Casual per hour per field	\$54.50	\$50.91	\$5.09	\$56.00	FC
0637	Casual per field half day (4 hours)	\$218.00	\$202.27	\$20.23	\$222.50	PC
0638	Casual per field full day	\$436.00	\$404.55	\$40.45	\$445.00	PC

### Senior Field – Soccer

Cost per field, per usage, rate per season, includes training and games.

### Flockhart Park 1 and 2, Henley Park 1, 2, 3, 4 and Blair Park – Seasonal / Casual

#### Receipt codes

Blair Park T667 01251.3377.554 | Henley Park T667 01256.3377.554 | Flockhart Park T667 01257.3377.554

0639	Use of dressing room casual hire per day	\$105.50	\$98.18	\$9.82	\$108.00	PC
0640	Use of kiosk casual hire per day	\$126.50	\$117.73	\$11.77	\$129.50	PC
0641	Use of dressing room per season	\$702.00	\$651.82	\$65.18	\$717.00	PC
0642	Use of kiosk seasonal hire per season	\$978.00	\$907.27	\$90.73	\$998.00	PC
0643	Casual per field per hour	\$43.00	\$40.00	\$4.00	\$44.00	FC
0644	Casual per field half day (4 hours)	\$169.50	\$157.27	\$15.73	\$173.00	PC

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**Flockhart Park 1 and 2, Henley Park 1, 2, 3, 4 and Blair Park – Seasonal / Casual**

[continued]

0645	Casual per field full day	\$339.00	\$314.55	\$31.45	\$346.00	PC
0646	Casual night training – per field per hour	\$92.50	\$85.91	\$8.59	\$94.50	PC
floodlights available at Henley 1, 2, 3, 4 and Blair Parks, floodlights not available at Flockhart Park						

**Flockhart Park 1 and 2, Henley Park 1, 2, 3, 4 and Blair Park – Seasonal**

0647	Seasonal training week night all fields without lighting	\$611.00	\$567.27	\$56.73	\$624.00	FC
0648	Seasonal weekends Saturday or Sunday (max 6 hours)	\$1,200.00	\$1,113.64	\$111.36	\$1,225.00	FC
0649	Season training weeknights – per field, per night (max 4 hours)	\$1,560.00	\$1,450.00	\$145.00	\$1,595.00	FC
floodlights available at Henley 1, 2, 3, 4 and Blair Parks, floodlights not available at Flockhart Park						

**Junior Fields – Mini Soccer and Futsal**

Cost per field, per usage, rate per season, includes training and games.

**Henley Park Mini Fields 1 and 2****Seasonal**

0650	Seasonal training week night (max 4 hours per night) with lighting	\$602.00	\$559.09	\$55.91	\$615.00	FC
seasonal bookings only for local sports club, fields are available free to general public at all other times, no bookings taken						
0651	Seasonal weekends Saturday or Sunday	\$581.00	\$539.09	\$53.91	\$593.00	FC

**Casual**

0652	Casual per hour per field (with lighting)	\$46.50	\$43.18	\$4.32	\$47.50	PC
0653	Casual per hour per field	\$29.00	\$27.27	\$2.73	\$30.00	FC

**Miscellaneous****Use of Parks**

0654	Cancellation fee– less than 2 days' notice	\$33.00	\$30.91	\$3.09	\$34.00	FC
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## One Off Events

### Receipt codes

Blair Park T667 01251.3377.554 | Burwood Park T667 01252.3377.554 | Henley Park T667 01256.3377.554 | Flockhart Park T667 01257.3377.554 | Woodstock Park T667 01258.3377.583 | Wangal Park T667 01033.3353.554 | Other Parks and Reserves T667 01259.3377.554

0655	Sporting fields – additional/one off line marking (full field)	\$1,345.00	\$1,250.00	\$125.00	\$1,375.00	FC
0656	Sporting fields – additional/one off line marking (mini field)	\$683.00	\$633.64	\$63.36	\$697.00	FC
0657	Sports club presentation days for seasonal hires only	\$174.00	\$161.36	\$16.14	\$177.50	FC
0658	Unauthorised use of field by organised teams/clubs	\$414.00	\$384.55	\$38.45	\$423.00	FC

## Key Hire

0659	Key bond – casual users	\$150.00	\$150.00	\$0.00	\$150.00	BD
0660	Key bond – seasonal initial bookings	\$150.00	\$150.00	\$0.00	\$150.00	BD
0661	Key replacement / provide additional key	\$80.00	\$74.55	\$7.45	\$82.00	FC

## Schools

\* Each booking must have at least one school located within the LGA.

### Schools Within the Burwood Local Government Area

Schools within the Burwood local government area are subject to a donation up to a maximum of \$500 per annum and granted upon application by the school (application is to be made during the financial year that the expense is incurred).

### Seasonal Hire

Per field (75% discount on standard hire rates has been applied)

0662	Standard cricket field	\$364.00	\$338.18	\$33.82	\$372.00	PC
0663	Standard soccer / football field	\$303.00	\$281.82	\$28.18	\$310.00	PC

### Casual Hire

Per standard field (75% discount on casual hire rates has been applied)

0664	Standard cricket field – full day	\$109.00	\$101.36	\$10.14	\$111.50	PC
0665	Standard cricket field – half day, 4 hours	\$54.50	\$50.91	\$5.09	\$56.00	PC
0666	Standard soccer / football field – full day	\$87.50	\$81.36	\$8.14	\$89.50	PC
0667	Standard soccer / football field – half day, 4 hours	\$43.00	\$40.00	\$4.00	\$44.00	PC

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**Athletics Carnivals**

Per day (includes tracks line marking)

0668	Athletics – schools within Burwood local government area includes track and field line marking	\$873.00	\$810.00	\$81.00	\$891.00	PC
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**Schools Outside the Burwood Local Government Area****Seasonal Hire**

Per field (50% discount on standard hire rates has been applied)

0669	Standard cricket field	\$728.00	\$675.45	\$67.55	\$743.00	PC
0670	Standard soccer / football field	\$606.00	\$562.73	\$56.27	\$619.00	PC

**Casual Hire**

Per standard field (50% discount on casual hire rates has been applied)

0671	Standard cricket field – full day	\$218.00	\$202.27	\$20.23	\$222.50	PC
0672	Standard cricket field – half day, 4 hours	\$109.00	\$101.36	\$10.14	\$111.50	PC
0673	Standard soccer / football field – full day	\$169.50	\$157.27	\$15.73	\$173.00	PC
0674	Standard soccer / football field – half day, 4 hours	\$85.00	\$79.09	\$7.91	\$87.00	PC

**Athletics Carnivals**

0675	Athletics – schools outside Burwood local government area includes track and field line marking	\$1,280.00	\$1,190.91	\$119.09	\$1,310.00	PC
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**Gala Days / Carnivals With Multiple Schools Attending**

0676	Per field 1/2 day	\$169.50	\$157.27	\$15.73	\$173.00	PC
0677	Per field full day	\$339.00	\$314.55	\$31.45	\$346.00	PC

**Social Recreation****Promotional Advertising Events – Permits**

Includes radio station promos, and other product displays. This is only for small short term half to one day events.

0678	Administration fee	\$82.00	\$84.00	\$0.00	\$84.00	PC
0679	Half day – rate (4 hours)	\$267.00	\$272.50	\$0.00	\$272.50	PC
0680	Each additional hour thereafter	\$58.00	\$59.50	\$0.00	\$59.50	PC

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### Commercial Activity – Permits

#### Receipt codes T667

Blair Park 01251.3377.554 | Burwood Park 01252.3377.554 | Henley Park 01256.3377.554 | Flockhart Park 01257.3377.554 | Woodstock Park 01258.3377.583 | Wangal Park 01033.3353.554 | Other Parks and Reserves 01259.3377.554

0681	Mobile food / coffee vans only when part of a park booking – half day, 4 hours	\$126.50	\$129.50	\$0.00	\$129.50	FC
0682	Each additional hour thereafter	\$56.50	\$58.00	\$0.00	\$58.00	PC
0683	Temporary display of promotional banners in park includes installation and removal	\$260.00	\$265.50	\$0.00	\$265.50	FC
Includes erection and removal by Council Officers, maximum duration of display one calendar month, all banners must have air vents, reinforced eyelets and ties.						
0684	Temporary display of promotional banners on park trees per week based on availability includes installation and removal	\$260.00	\$265.50	\$0.00	\$265.50	PC
0685	Temporary display of promotional banners on park fence per week based on availability includes installation and removal	\$50.00	\$51.00	\$0.00	\$51.00	PC

### Commercial Fitness Trainers – Permits

All commercial fitness trainers are required to obtain an annual permit and pay for use of Council's parks and sporting grounds.

Approval will only be granted in designated areas. Public Liability Insurance is required (\$20,000,000).

0686	Group Size 1 to 10 participants – per annum, per location, per commercial fitness training business	\$0.00	\$300.00	\$0.00	\$300.00	PC
0687	Group Size 11 to 20 participants – per annum, per location, per commercial fitness training business	\$0.00	\$500.00	\$0.00	\$500.00	PC
0688	Group Size 21 to 50 participants – per annum, per location, per commercial fitness training business	\$0.00	\$1,000.00	\$0.00	\$1,000.00	PC

### Bootcamp / Fitness – Park and Sporting Grounds per Location

0689	Per hour less than 10 people	\$0.00	\$0.00	\$0.00	\$0.00	
0690	Per hour 10 to 20 people	\$55.00	\$18.18	\$1.82	\$20.00	PC
0691	Per hour 50 to 100 people	\$160.00	\$54.55	\$5.45	\$60.00	PC

### Casual Hire, Other Than Sports Fields, Including Large Events

#### Receipt codes

Blair Park T667 - 01251.3377.554 | Burwood Park T337 - 01252.3377.554 | Henley Park T667 - 01256.3377.554 | Flockhart Park T667 - 01257.3377.554 | Woodstock Park T20 - 01258.3377.583 | Wangal Park T339 - 01033.3353.554 | Other Parks and Reserves T667 - 01259.3377.554

Note: All timings include bump in / out

0692	Less than 50 people – 2 hour minimum	\$56.50	\$52.73	\$5.27	\$58.00	Z
0693	Per hour thereafter	\$26.00	\$24.55	\$2.45	\$27.00	PC

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**Casual Hire, Other Than Sports Fields, Including Large Events** [continued]

0694	50 – 199 people – 4 hour minimum	\$164.50	\$152.73	\$15.27	\$168.00	FC
0695	Per hour thereafter	\$36.00	\$33.64	\$3.36	\$37.00	PC
0696	200 – 999 people – 4 hour minimum	\$545.00	\$505.45	\$50.55	\$556.00	FC
0697	Per hour thereafter	\$118.50	\$110.00	\$11.00	\$121.00	PC
0698	1,000 – 4,999 people – 8 hours minimum	\$2,210.00	\$2,050.00	\$205.00	\$2,255.00	FC
0699	Per hour thereafter	\$236.50	\$219.55	\$21.95	\$241.50	PC
0700	5,000 – 10,000 people – 8 hours minimum	\$4,365.00	\$4,050.00	\$405.00	\$4,455.00	FC
0701	Per hour thereafter	\$463.00	\$430.00	\$43.00	\$473.00	PC
0702	Greater than 10,000 people (including bonds, staffing requirement and wastage charges)			Price on application		PC

**Permit Fees for Temporary Installations (Site Fees Only)****Receipt codes T667**

Blair Park 01251.3377.554 | Burwood Park T337 - 01252.3377.554 | Henley Park 01256.3377.554 | Flockhart Park 01257.3377.554 | Woodstock Park T20 - 01258.3377.583 | Wangal Park T339 - 01033.3353.554 | Other Parks and Reserves 01259.3377.554

- Public liability insurance policy of \$20,000,000 is required.
- As part of Council's risk management procedures Safe Work Method Statements (SWMS) will be required to be submitted to Council for temporary installations such as jumping castles, stages, large and commercial marquees. For amusement devices / rides all relevant Work Cover certification will need to be submitted to Council.

0703	Bond required for first amusement device and large marquees	\$255.00	\$255.00	\$0.00	\$255.00	BD
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Note: Not payable if hired with a community facility.

0704	Each subsequent amusement device	\$100.00	\$100.00	\$0.00	\$100.00	BD
0705	Jumping castle – commercial usage *	\$400.00	\$408.00	\$0.00	\$408.00	FC
0706	Jumping castle – social usage *	\$168.50	\$172.00	\$0.00	\$172.00	FC
0707	Marquees commercial type *	\$84.50	\$86.50	\$0.00	\$86.50	FC
0708	Marquees social usage	\$30.00	\$31.00	\$0.00	\$31.00	FC
0709	Other amusement devices commercial usage including stages, animal rides, etc	\$405.00	\$414.00	\$0.00	\$414.00	FC
0710	Other amusement devices – social usage including stages, animal, rides, etc	\$168.50	\$172.00	\$0.00	\$172.00	FC
0711	Stalls commercial usage	\$53.50	\$55.00	\$0.00	\$55.00	FC
0712	Stalls social usage	\$11.40	\$11.80	\$0.00	\$11.80	FC
0713	Temporary compound – per m <sup>2</sup> per month – minimum 2 months payment	\$137.00	\$127.27	\$12.73	\$140.00	FC

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### Administration Fees

#### Receipt Codes T668 or T667

Blair Park 01251.3377.554 | Burwood Park 01252.3377.554 | Henley Park 01256.3377.554 | Flockhart Park 01257.3377.554 | Woodstock Park 01258.3377.583 | Wangal Park 01033.3353.554 | Other Parks and Reserves 01259.3377.554

Note: Administration fees apply to all events held by the public.

0714	Administration fee for events 50 – 199 people (without structures)	\$70.00	\$60.00	\$0.00	\$60.00	RR
0715	Administration fee for events 50 – 199 people (with structures)	\$0.00	\$90.91	\$9.09	\$100.00	FC
0716	Electrical tagging and/or minor repairs – per item	\$22.50	\$20.91	\$2.09	\$23.00	RR
0717	Post function – garbage clean-up penalty	\$68.50	\$63.64	\$6.36	\$70.00	RR
0718	Power connection fee (per 1 connection point 15 amp)	\$42.50	\$43.50	\$0.00	\$43.50	RR

### Bonds / Security Deposits

0719	Less than 50 people attending	\$100.00	\$0.00	\$0.00	\$0.00	BD
0720	50 – 199 people attending (without structures)	\$250.00	\$120.00	\$0.00	\$120.00	BD
0721	50 – 199 people attending (per temporary structure installation)	\$200.00	\$200.00	\$0.00	\$200.00	BD

### Temporary Food Premises – Approval Permit

0722	Charitable (not for profit)				No fee	Z
0723	Commercial – (single event)	\$89.50	\$91.50	\$0.00	\$91.50	FC
0724	Commercial – annual fee (minimum 3 events)	\$153.00	\$156.50	\$0.00	\$156.50	FC
0725	Community – (single event)	\$58.50	\$60.00	\$0.00	\$60.00	FC
0726	Community – annual fee (minimum 3 events)	\$105.50	\$108.00	\$0.00	\$108.00	FC

### Court Hire

#### Seasonal

0727	Netball / Basketball / Multi-Purpose Outdoor court – seasonal hire – without lights (\$ / hour / court)	\$0.00	\$9.09	\$0.91	\$10.00	PC
0728	Netball / Basketball / Multi-Purpose Outdoor court – seasonal hire – with lights (\$ / hour / court)	\$0.00	\$10.91	\$1.09	\$12.00	PC

#### Grant Park netball / basketball court

0729	Regular hirer (per hour)	\$0.00	\$13.64	\$1.36	\$15.00	PC
0730	Casual hirer (per hour)	\$0.00	\$18.18	\$1.82	\$20.00	PC



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## Roads and Footpaths

*Roads Act 1993*

Roads and footpaths approvals under s138

### General Conditions for Roads and Footpaths

- The following conditions apply to all fees and charges listed under Roads and Footpaths:
  - Other costs, such as traffic control, night work, and other costs associated with night work such as plant opening fees, are subject to confirmation at the time of pricing.
  - Saw-cutting costs for footpaths, driveways, paving apply. Refer relevant rate.
  - RMS specific requirements, including appropriate occupancy licences, are not included in the above costs, and will be subject to pricing at the time of works and fully payable by the applicant.
  - RMS peak period time constraints are not included in the rates above. Where these constraints are imposed, the rates will be modified to reflect the limited access periods, and will be advised to the applicant as a modified rate, applicable only to that works.
  - All prices are based on the underlying base, sub-base and sub-grade having been restored to meet AUSPEC 306 as amended. Works that do not meet 306 Specifications and are below the depth for nominated items above will be undertaken by Council at full cost to the applicant.
  - Areas that exceed the stated quantities will be priced as a separate lump sum to the applicant.
  - Excavation material includes earth and materials other than rock and other than contaminated soils. Where rock and / or contaminated soils are encountered, the additional costs associated with the excavation and / or treatment will be payable by the applicant as a latent condition and additional to the scheduled rate at cost plus 15%.
- For road, footpath, kerb and gutter replacements arising from development approval related activities, applicable fee will be determined following a site assessment and based on affected area.
- Where a road opening is undertaken without notification, in addition to any infringement notices that may be issued, an additional administrative fee calculated at 20% of the total cost of the actual works is payable.
- Council Officers shall be required to supervise and inspect all works undertaken by contractors undertaking works on behalf of a utility or being undertaken for an individual, corporation or private entity. Additional supervision costs will be calculated and incurred for works outside of normal business hours being 6.30 am to 3.00 pm Monday to Friday (excluding public holidays).

Note: Charges for restoration work made under S101 and S102 of the Road Act within council area are not subject to GST whether charged direct to Telstra, Sydney Water etc. or charged to a contractor engaged by them.

### Road Replacements

per m<sup>2</sup>

0731	Asphalt road (AC10 or AC14, 50mm) – up to 15m <sup>2</sup>	\$225.00	\$208.64	\$20.86	\$229.50	FC
0732	Asphalt road (AC10 or AC14, 50mm) – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$202.00	\$187.73	\$18.77	\$206.50	FC
0733	Asphalt road (AC10 or AC14, 50mm) – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$179.50	\$166.82	\$16.68	\$183.50	FC
0734	Asphalt road (AC10 or AC14, 50mm) – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$156.50	\$145.45	\$14.55	\$160.00	FC
0735	Asphalt road (AC10 or AC14, 50mm) – greater than 500m <sup>2</sup>	Quote plus 15%				FC
0736	Asphalt road (full depth repair 150mm) – up to 15m <sup>2</sup>	\$318.00	\$295.45	\$29.55	\$325.00	FC

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**Road Replacements** [continued]

0737	Asphalt road (full depth repair 150mm) – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$288.50	\$267.73	\$26.77	\$294.50	FC
0738	Asphalt road (full depth repair 150mm) – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$271.00	\$251.36	\$25.14	\$276.50	FC
0739	Asphalt road (full depth repair 150mm) – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$248.00	\$230.00	\$23.00	\$253.00	FC
0740	Asphalt road (full depth repair 150mm) – greater than 500m <sup>2</sup>	Quote plus 15%				FC
0741	Asphaltic road surface (AC10, 50mm) with concrete base (250mm, 40MPa RMS mix with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base) – up to 15m <sup>2</sup>	\$961.00	\$891.82	\$89.18	\$981.00	FC
0742	Asphaltic road surface (AC10, 50mm) with concrete base (250mm, 40MPa RMS mix with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base) – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$617.00	\$572.73	\$57.27	\$630.00	FC
0743	Asphaltic road surface (AC10, 50mm) with concrete base (250mm, 40MPa RMS mix with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base) – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$545.00	\$505.45	\$50.55	\$556.00	FC
0744	Asphaltic road surface (AC10, 50mm) with concrete base (250mm, 50MPa with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base) – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$524.00	\$486.36	\$48.64	\$535.00	FC
0745	Asphaltic road surface (AC10, 50mm) with concrete base (250mm, 40MPa RMS mix with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base) – greater than 500m <sup>2</sup>	Cost plus 15%				FC
0746	Concrete road, 40MPa RMS mix, 250mm with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base – up to 15m <sup>2</sup>	\$733.00	\$680.00	\$68.00	\$748.00	FC
0747	Concrete, 50MPa, 230mm with 2 layers of SL81 reinforcing mesh on 150mm 5MPa lean mix sub-base – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$538.00	\$499.09	\$49.91	\$549.00	FC
0748	Concrete road, 40MPa RMS mix, 250mm with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$493.00	\$457.27	\$45.73	\$503.00	FC
0749	Concrete road, 40MPa RMS mix, 250mm with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$474.00	\$440.00	\$44.00	\$484.00	FC
0750	Concrete road, 40MPa RMS mix, 250mm with 2 layers of SL82 reinforcing mesh on 150mm 5MPa lean mix sub-base – greater than 500m <sup>2</sup>	Cost plus 15%				FC

**Footpath Replacements**per m<sup>2</sup>

0751	Construct pram ramp (billed per pram ramp)	\$1,895.00	\$1,759.09	\$175.91	\$1,935.00	FC
0752	Asphaltic footpath (AC5, 25mm) – up to 15m <sup>2</sup>	\$203.00	\$188.64	\$18.86	\$207.50	FC
0753	Asphaltic footpath (AC5, 25mm) – greater than 15m <sup>2</sup> , up to 50m <sup>2</sup>	\$138.00	\$128.18	\$12.82	\$141.00	FC

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**Footpath Replacements** [continued]

0754	Asphaltic footpath (AC5, 25mm) – greater than 50m <sup>2</sup> , up to 100m <sup>2</sup>	\$108.00	\$100.45	\$10.05	\$110.50	FC
0755	Asphaltic concrete (AC5, 25mm) – greater than 100m <sup>2</sup>			Quote plus 15%		FC
0756	Concrete footpath – less than 15m <sup>2</sup>	\$237.00	\$220.00	\$22.00	\$242.00	FC
0757	Concrete footpath – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$201.00	\$186.82	\$18.68	\$205.50	FC
0758	Concrete footpath – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$177.50	\$165.00	\$16.50	\$181.50	FC
0759	Concrete footpath – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$154.00	\$143.18	\$14.32	\$157.50	FC
0760	Concrete footpath – greater than 500m <sup>2</sup>			Quote plus 15%		FC
0761	Footpath paving – standard clay brick pavers – less than 15m <sup>2</sup>	\$626.00	\$580.91	\$58.09	\$639.00	FC
0762	Footpath paving – standard clay brick pavers – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$542.00	\$502.73	\$50.27	\$553.00	FC
0763	Footpath paving – standard clay brick pavers – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$426.00	\$395.45	\$39.55	\$435.00	FC
0764	Footpath paving – standard clay brick pavers – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$402.00	\$373.64	\$37.36	\$411.00	FC
0765	Footpath paving – standard clay brick pavers – greater than 500m <sup>2</sup>			Quote plus 15%		FC
0766	Footpath paving – Town Centre concrete pavers – less than 15m <sup>2</sup>	\$683.00	\$633.64	\$63.36	\$697.00	FC
0767	Footpath paving – Town Centre concrete pavers – greater than 15m <sup>2</sup> , less than 50m <sup>2</sup>	\$594.00	\$550.91	\$55.09	\$606.00	FC
0768	Footpath paving – Town Centre concrete pavers – greater than 50m <sup>2</sup> , less than 100m <sup>2</sup>	\$521.00	\$483.64	\$48.36	\$532.00	FC
0769	Footpath paving – Town Centre concrete pavers – greater than 100m <sup>2</sup> , less than 500m <sup>2</sup>	\$496.00	\$460.00	\$46.00	\$506.00	FC
0770	Footpath paving – Town Centre concrete pavers – greater than 500m <sup>2</sup>			Quote plus 15%		FC
0771	Naturestrip turfing (supply and lay on prepared soil), rate per m <sup>2</sup>	\$43.50	\$40.45	\$4.05	\$44.50	FC
0772	Watering of new turf, rate per hour.	\$97.00	\$90.00	\$9.00	\$99.00	FC

**Saw Cutting**

per lineal metre

0773	Sawcutting, asphalt, up to 100mm depth, up to 50m (rate per metre)	\$20.50	\$19.09	\$1.91	\$21.00	FC
0774	Sawcutting, asphalt, up to 250mm depth, up to 50m (rate per metre)	\$82.50	\$76.82	\$7.68	\$84.50	FC
0775	Sawcutting, concrete, up to 150mm depth, up to 50m (rate per metre)	\$41.00	\$38.18	\$3.82	\$42.00	FC
0776	Sawcutting, concrete, up to 300mm depth, up to 50m (rate per metre)	\$88.00	\$81.82	\$8.18	\$90.00	FC
0777	Sawcutting, reinforced concrete, up to 150mm depth, up to 50m (rate per metre)	\$35.00	\$32.73	\$3.27	\$36.00	FC
0778	Sawcutting, reinforced concrete, up to 300mm depth, up to 50m (rate per metre)	\$88.00	\$81.82	\$8.18	\$90.00	FC

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**Saw Cutting** [continued]

0779	Sawcutting, site establishment	\$400.00	\$370.91	\$37.09	\$408.00	FC
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**Driveway Replacements**per m<sup>2</sup>

0780	Concrete driveway 150mm with SL72 Up to 15 m <sup>2</sup> – per m <sup>2</sup>	\$343.00	\$318.18	\$31.82	\$350.00	FC
0781	Concrete driveway 150mm with SL72 greater than 15 m <sup>2</sup> , less than 50m <sup>2</sup> – per m <sup>2</sup>	\$284.00	\$263.64	\$26.36	\$290.00	FC
0782	Concrete driveway 150mm with SL72 greater than 50 m <sup>2</sup> , less than 100m <sup>2</sup> – per m <sup>2</sup>	\$237.00	\$220.00	\$22.00	\$242.00	FC
0783	Concrete driveway 150mm with SL72 greater than 100m <sup>2</sup> – per m <sup>2</sup>	\$213.00	\$197.73	\$19.77	\$217.50	FC

**Kerb and Gutter Replacements**

per lineal metre

0784	Kerb and gutter – less than 15 lineal metres	\$402.00	\$373.64	\$37.36	\$411.00	FC
0785	Kerb and gutter – greater than 15 and less than 50 lineal metres	\$320.00	\$297.27	\$29.73	\$327.00	FC
0786	Kerb and gutter – greater than 50 and less than 100 lineal metres	\$295.50	\$274.55	\$27.45	\$302.00	FC
0787	Kerb and gutter – greater than 100 and less than 500 lineal metres	\$271.50	\$251.82	\$25.18	\$277.00	FC
0788	Kerb and gutter – greater than 500 lineal metres			Quote plus 15%		FC
0789	Kerb only – less than 15 lineal metres	\$402.00	\$373.64	\$37.36	\$411.00	FC
0790	Kerb only – greater than 15 and less than 50 lineal metres	\$332.00	\$308.18	\$30.82	\$339.00	FC
0791	Kerb only – greater than 50 and less than 100 lineal metres	\$284.00	\$263.64	\$26.36	\$290.00	FC
0792	Kerb only – greater than 100 and less than 500 lineal metres	\$260.50	\$241.82	\$24.18	\$266.00	FC
0793	Kerb only – greater than 500 lineal metres			Quote plus 15%		FC
0794	Gutter only – less than 15 lineal metres	\$426.00	\$395.45	\$39.55	\$435.00	FC
0795	Gutter only – greater than 15 and less than 50 lineal metres	\$343.00	\$318.18	\$31.82	\$350.00	FC
0796	Gutter only – greater than 50 and less than 100 lineal metres	\$284.00	\$263.64	\$26.36	\$290.00	FC
0797	Gutter only – greater than 100 and less than 500 lineal metres	\$260.50	\$241.82	\$24.18	\$266.00	FC
0798	Gutter only – greater than 500 lineal metres			Quote plus 15%		FC
0799	Concrete layback and gutter – less than 15 lineal metres	\$508.00	\$471.82	\$47.18	\$519.00	FC
0800	Concrete layback and gutter – greater than 15 and less than 50 lineal metres	\$449.00	\$416.36	\$41.64	\$458.00	FC
0801	Concrete layback and gutter – greater than 50 and less than 100 lineal metres	\$391.00	\$362.73	\$36.27	\$399.00	FC
0802	Concrete layback and gutter – greater than 100 lineal metres			Quote plus 15%		FC

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**Kerb and Gutter Replacements** [continued]

0803	Concrete dish drain – less than 15 lineal metres	\$568.00	\$527.27	\$52.73	\$580.00	FC
0804	Concrete dish drain – greater than 15 and less than 50 lineal metres	\$496.00	\$460.00	\$46.00	\$506.00	FC
0805	Concrete dish drain – greater than 50 lineal metres	Quote plus 15%				FC
0806	Gutter Bridge Crossing with Hinged Heavy Duty Steel Grating Per lineal metre (minimum of 4.5m) opening	\$1,155.00	\$1,072.73	\$107.27	\$1,180.00	FC
0807	Kerb outlet PVC up to 100mm diameter	\$248.00	\$230.00	\$23.00	\$253.00	FC

**Other – Linemarking**

0808	Linemarking (air-atomised or airless application) per metre	\$81.50	\$83.50	\$0.00	\$83.50	FC
0809	Linemarking (air-atomised or airless application) set-up costs	\$3,120.00	\$3,185.00	\$0.00	\$3,185.00	FC
0810	Linemarking (thermo-plastic) per metre	\$129.50	\$132.50	\$0.00	\$132.50	FC
0811	Linemarking (thermo-plastic) set-up costs	\$3,120.00	\$3,185.00	\$0.00	\$3,185.00	FC
0812	Lines perpendicular to driveway	\$323.00	\$330.00	\$0.00	\$330.00	FC

**Sign Posting**

0813	Directional sign installation (community based, non-profit and religious organisations only)	\$224.50	\$229.00	\$0.00	\$229.00	FC
0814	Street signage (supply and Install)	\$337.00	\$344.00	\$0.00	\$344.00	FC
0815	Parking and regulatory post and sign (per unit)	\$224.50	\$229.00	\$0.00	\$229.00	FC

**Stormwater Drainage**

0816	Concrete pipes 375 diameter RCP, per metre	\$967.00	\$897.27	\$89.73	\$987.00	FC
0817	Concrete pipes 450 diameter RCP, per metre	\$1,035.00	\$963.64	\$96.36	\$1,060.00	FC
0818	Concrete pipes 600 diameter RCP, per metre	\$1,150.00	\$1,068.18	\$106.82	\$1,175.00	FC
0819	Concrete pipes greater than 600 diameter RCP, per metre	Quote plus 15%				FC
0820	Galvanised RHS pipe equivalent up to 100 diameter PVC pipe, per metre	\$295.50	\$274.55	\$27.45	\$302.00	FC
0821	Lintel 0.9m – 1.2m (billed per lintel)	\$1,895.00	\$1,759.09	\$175.91	\$1,935.00	FC
0822	Lintel 1.8m (billed per lintel)	\$2,070.00	\$1,922.73	\$192.27	\$2,115.00	FC
0823	Lintel 2.4m (billed per lintel)	\$2,480.00	\$2,300.00	\$230.00	\$2,530.00	FC
0824	Lintel 3.0m (billed per lintel)	\$2,775.00	\$2,577.27	\$257.73	\$2,835.00	FC
0825	Lintel 3.6m (billed per lintel)	\$2,775.00	\$2,577.27	\$257.73	\$2,835.00	FC
0826	Pits greater than 1.5m x 1.5m x 1.5m in size (per pit)	Quote plus 15%				FC
0827	Pits up to 1.5m x 1.5m x 1.5m in size (per pit)	\$5,845.00	\$5,422.73	\$542.27	\$5,965.00	FC
0828	Final drainage inspection / final road inspection including CCTV provided by applicant	\$504.00	\$515.00	\$0.00	\$515.00	FC



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### Additional Fees and Charges Associated with Night Works

0829	Design single residential driveway (non DA/CDC application) (50% refund if driveways cannot be permitted)	\$751.00	\$767.00	\$0.00	\$767.00	FC
0830	Asphalt plant opening fee – per opening	\$2,955.00	\$3,015.00	\$0.00	\$3,015.00	FC
0831	Cartage surcharge per cubic metre of asphalt and / or concrete	\$60.00	\$61.50	\$0.00	\$61.50	FC
0832	Concrete plant opening fee – per opening	\$2,955.00	\$3,015.00	\$0.00	\$3,015.00	FC
0833	Additional surcharge payable by the applicant for all items outside of Councils works departments operation hours of 6:30 am to 3:00 pm			30% surcharge per item		FC

### Driveway Application

0834	Duplex/residential up to 3 storey with single driveway, (non-refundable)	\$263.00	\$268.50	\$0.00	\$268.50	FC
0835	Industrial/commercial/residential above 3 storey or residential requiring second entry (non-refundable)	\$433.00	\$442.00	\$0.00	\$442.00	FC
0836	Residential with single driveway (owner occupied, single dwelling, non-refundable)	\$208.50	\$213.00	\$0.00	\$213.00	FC

### Driveway Inspections

#### First Entry Inspection Fee

0837	Duplex – 3 inspections required			\$143 per inspection	FC
0838	Industrial / commercial – 3 inspections required			\$143 per inspection	FC
0839	Residential – 2 inspections required			\$143 per inspection	FC

#### Additional Entry Inspection Fee

for second or more entry

0840	Residential – 2 inspections required			\$92 per inspection	FC
0841	Duplex – 3 inspections required			\$92 per inspection	FC
0842	Industrial / commercial – 3 inspections required			\$92 per inspection	FC

### Additional Inspections

0843	Additional inspection / re-inspection fee			\$132 per inspection	FC
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### Private Contractor Security Deposit

refundable

0844	Duplex / residential up to 3 storey with single driveway installation	\$3,500.00	\$3,500.00	\$0.00	\$3,500.00	BD
0845	Industrial / commercial / residential above 3 storey	\$4,500.00	\$4,500.00	\$0.00	\$4,500.00	BD

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**Private Contractor Security Deposit** [continued]

0846	Residential installation	\$2,700.00	\$2,700.00	\$0.00	\$2,700.00	BD
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**Road and/or Footpath Opening Application Fee**

Max \$1,000

\* If you need to open a combination of public infrastructure categories, which may include any combination of path, kerb and gutter, or road pavement, then the highest charge units of those opening areas will apply. This will ensure applicants are not charged multiple charge units. The charge is based on the total size of each type of opening as there are multiple types of opening within the same application.

0847	Plus security deposit payable at time of permit application	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	BD
0848	Processing fee (in addition to restoration charge) – non-refundable if works do not proceed	\$339.00	\$346.00	\$0.00	\$346.00	FC
0849	Additional inspection / reinspection fee (non-refundable)			\$200 per inspection		FC
0850	Cost of works determination late payment fee	\$1,020.00	\$1,045.00	\$0.00	\$1,045.00	FC
(Fee applies where the agreed cost of works is not paid to Council within 48 hours from the date of issue.)						
0851	Formwork inspection – number as required (non-refundable)			\$173 per inspection		FC
0852	Required inspection (initial and final only, non-refundable)			Included in application		FC
0853	Road opening (per 10m <sup>2</sup> of road pavement) (non-refundable)			\$195 per 10 m <sup>2</sup>		FC
0854	Road opening (per 15 lineal meter of kerb and gutter or stormwater) (non-refundable)			\$195 per 15 lineal meter		FC
0855	Road opening (per 18 m <sup>2</sup> of footpath) (non-refundable)			\$195 per 18 m <sup>2</sup>		FC

**Road Opening Temporary Restoration Security Deposit**

0856	Work valued up to \$2,999			45% of the value		BD
0857	Work valued from \$3,000 and up to \$7,999			30% of the value		BD
0858	Work valued from \$8,000			25% of the value		BD

**Certificate of Compliance – Driveways and Road Openings**

0859	Alignment levels for development applications – for dual occupancy and medium density residential developments	\$255.00	\$260.50	\$0.00	\$260.50	FC
0860	Alignment levels for development applications – for high density residential and commercial developments	\$378.00	\$386.00	\$0.00	\$386.00	FC
0861	Alignment levels for development applications – for single dwelling residential developments	\$127.50	\$130.50	\$0.00	\$130.50	FC
0862	Driveway, footpath and kerb and gutter construction permit	\$131.50	\$134.50	\$0.00	\$134.50	FC
0863	Other civil infrastructures damage inspection and control	\$120.00	\$122.50	\$0.00	\$122.50	FC

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**Certificate of Compliance – Driveways and Road Openings** [continued]

0864	Vehicle crossing and other compliance inspections – where works done by parties other than Council	\$337.00	\$344.00	\$0.00	\$344.00	FC
0865	Vehicle crossings inspection and / or estimates and quote preparation fees per 45 min	\$132.50	\$135.50	\$0.00	\$135.50	FC
0866	Certificate of compliance – driveways and road openings (subject to the provision of required information confirming correct materials, complies with current standards)*	\$205.00	\$209.50	\$0.00	\$209.50	FC

\* For a certification to be issued by Council the following must be provided as a minimum. For footpath certification, a copy of the concrete delivery docket must be provided to Council. For road pavement certification, a compaction test results for base and sub-base must be provided to Council. Alternatively an Engineers certificate certifying the above can be provided to Council.

**Un-Authorised Road Works**

This fee applies to unauthorised road and / or footpath openings, driveways and all other public infrastructure works by private contractor.

0867	Work valued up to \$5,000	\$722.00	\$737.00	\$0.00	\$737.00	FC
0868	Work valued from \$5,001 and up to \$25,000	\$1,060.00	\$1,085.00	\$0.00	\$1,085.00	FC
0869	Work valued from \$25,001	\$1,730.00	\$1,765.00	\$0.00	\$1,765.00	FC
0870	Urgent/emergency inspection (non-refundable; includes inspections, application fee and re-arrangement of other inspections.	\$558.00	\$570.00	\$0.00	\$570.00	FC

**Restorations**

0871	Where utility requests Council permission to undertake restoration works using utility's own contractor – per reinstatement order	\$1,130.00	\$1,155.00	\$0.00	\$1,155.00	FC
0872	Where utility undertakes restoration works using own contractor during business hours – per hour of supervision (minimum charge 1 hour and billed in hourly increments)	\$295.50	\$302.00	\$0.00	\$302.00	FC
0873	Where utility undertakes restoration works using own contractor outside of business hours – per hour of supervision (minimum charge 5 hours and billed in hourly increments thereafter)	\$295.50	\$302.00	\$0.00	\$302.00	FC
0874	Where developer undertakes restoration works using own contractor outside of business hours – per hour of supervision (minimum charge 5 hours and billed in hourly increments thereafter; in addition to asset integrity fee; and any other works on council application fee)	\$287.13	\$292.87	\$0.00	\$292.87	FC

**Removal of Dumped Waste**

0875	Collection from site and disposal of solid waste	Cost plus 50%				FC
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### Asbestos Removal and Disposal

0876	Emergency asbestos removal – cost charged to Council by accredited asbestos removal contractor plus 50% Council administration fee				Cost plus 50%	FC
0877	Removal and disposal of damaged asbestos stormwater outlet pipes identified during restoration construction works by Council				Cost plus 20%	FC

### Survey Marks

0878	Recovery / relocation of survey marks (state survey marks, permanent mark or cadastral marks) by registered surveyor				Cost plus 15%	FC
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### Adjustment of Utility Service Assets

0879	Adjustment of service pipes to new level				Cost plus 15%	FC
0880	Adjustment of utility service lids to new levels				Cost plus 15%	FC
0881	Relocation or adjustment of utility service pits to new levels				Cost plus 15%	FC
0882	Replacement of damaged utility service pits				Cost plus 15%	FC
0883	Undergrounding of overhead power lines (phase a – design by ASP), (phase b – approval by authority), (phase c – installation of underground conduits, pulling of cables, jointing, installation of property access point)				Cost plus 15%	FC
0884	Placing streetlight shades				Cost plus 15%	FC
0885	Recovery / relocation of survey marks (state survey marks, permanent mark or cadastral marks) by registered surveyor				Cost plus 15%	FC

### Asset Integrity Charge – Road Openings

Permanent Restoration Applications Only

Note: Single dwellings, dual occupancies and developments by non for profit organisations are exempted from the asset integrity charge.

0886	Asphalt or concrete road works (as required)		100% of the value (cost of works)	FC
0887	Stormwater drainage works		100% of the value (cost of works)	FC
0889	Road opening permanent restoration security deposit		100% of the value (cost of works)	BD
0888	Work valued up to \$2,999		45% of the value	FC
0890	Work valued from \$3,000 and up to \$7,999		30% of the value	FC
0891	Work valued from \$8,000		25% of the value	FC

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## Swimming Pools

### Enfield Aquatic Centre (EAC)

Fees are set to recover the cost of providing the pool facilities

#### Entrance Fees

0892	Adult	\$6.90	\$6.55	\$0.65	\$7.20	MP
0893	Child (5 -15 years)	\$5.90	\$5.64	\$0.56	\$6.20	MP
0894	Child under 5 years (must be accompanying a full paying adult)				No fee	Z
0895	Club member – during club events only (lane hire charged separately)	\$3.50	\$3.27	\$0.33	\$3.60	MP
0896	Emergency services concession	\$3.50	\$3.27	\$0.33	\$3.60	MP
0897	Fitness Passport entry rate for valid Fitness Passport holders	\$5.85	\$5.55	\$0.55	\$6.10	MP
0898	Family – 2 adults 2 children or 1 adult 3 children	\$17.60	\$16.82	\$1.68	\$18.50	MP
0899	For each additional child for family rate	\$3.00	\$2.82	\$0.28	\$3.10	MP
0900	Seniors and pension concession (aged and disability only)	\$3.80	\$3.55	\$0.35	\$3.90	MP
0901	School groups – per person (lane hire charged separately)	\$3.80	\$3.55	\$0.35	\$3.90	MP
0902	Spectator (must be accompanying a full fee paying customer)	\$3.70	\$3.45	\$0.35	\$3.80	MP
0903	Complimentary general entry for community open day / Council event (subject to General Manager approval)				No fee	Z
0904	Carer for companion cardholder				No fee	Z
0905	Seniors Festival general entry and program participation (for seniors living within the Burwood local government area, subject to production of a valid Seniors or Aged Pension Card and proof of address)				No fee	Z

#### Multiple Entry Pass / Tickets

Purchased in advance for individual or family use only - non-transferable or refundable.

0906	Complimentary seasonal pass (4) (for use in conjunction with club functions by 4 lifesaving club officials)				No fee	Z
0907	Complimentary seasonal pass (8) (for use in conjunction with club functions by 8 Enfield swimming club officials)				No fee	Z

#### 10 Visit Pass

Valid for 12 months from date of issue.

0908	Adult	\$62.50	\$59.09	\$5.91	\$65.00	MP
0909	Child (5 – 15 years)	\$53.00	\$50.91	\$5.09	\$56.00	MP
0910	Emergency services concession	\$0.00	\$30.00	\$3.00	\$33.00	MP

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**10 Visit Pass** [continued]

0911	Family – 2 adults 2 children or 1 adult 3 children	\$158.40	\$151.82	\$15.18	\$167.00	MP
0912	Seniors and pension concession (aged and disability only)	\$35.00	\$32.73	\$3.27	\$36.00	MP

**20 Visit Pass**

Valid for 12 months from date of issue.

0913	Adult	\$117.30	\$111.82	\$11.18	\$123.00	MP
0914	Child (5 – 15 years)	\$100.30	\$96.36	\$9.64	\$106.00	MP
0915	Family – 2 adults 2 children or 1 adult 3 children	\$299.20	\$286.36	\$28.64	\$315.00	MP
0916	Seniors and pension concession (aged and disability only)	\$64.60	\$60.00	\$6.00	\$66.00	MP

**Monthly Pass**

Valid for 30 days from date of issue.

0917	Adult	\$96.60	\$90.91	\$9.09	\$100.00	MP
0918	Child (5 – 15 years)	\$82.60	\$78.18	\$7.82	\$86.00	MP
0919	Family – 2 adults 2 children or 1 adult 3 children	\$246.40	\$231.82	\$23.18	\$255.00	MP
0920	Seniors and pension concession (aged and disability only)	\$53.20	\$49.09	\$4.91	\$54.00	MP

**Seasonal Pass**

Valid for 6 months from date of issue.

0924	Adult	\$496.80	\$459.09	\$45.91	\$505.00	MP
0921	Child (5 – 15 years)	\$424.80	\$395.45	\$39.55	\$435.00	MP
0923	Family – 2 adults 2 children or 1 adult 3 children	\$1,267.20	\$1,177.27	\$117.73	\$1,295.00	MP
0922	Seniors and pension concession (aged and disability only)	\$273.60	\$250.00	\$25.00	\$275.00	MP

**Annual Pass**

Valid for 12 months from date of issue.

0925	Adult	\$725.00	\$700.00	\$70.00	\$770.00	MP
0926	Child (5 – 15 years)	\$635.00	\$613.64	\$61.36	\$675.00	MP
0927	Family – 2 adults 2 children or 1 adult 3 children	\$1,740.00	\$1,681.82	\$168.18	\$1,850.00	MP
0928	Seniors and pension concession (aged and disability only)	\$410.50	\$395.45	\$39.55	\$435.00	MP

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### Facility Hire

Hirer cancellation of less than seven days prior to the date of hire incurs a penalty of 50% of the cost.  
Hirer cancellation of less than 48 hours from the date of the event incurs a penalty of 100% of hire costs.

### Pool Hire

0929	Event booking and cleaning fee – full day (events 4 hours or more)	\$337.00	\$327.27	\$32.73	\$360.00	MP
0930	Event booking and cleaning fee – partial day (events up to 4 hours)	\$168.50	\$163.64	\$16.36	\$180.00	MP
0931	Carnival entry (child / student)	\$2.80	\$2.73	\$0.27	\$3.00	MP
0932	Carnival entry (spectator)	\$2.80	\$2.73	\$0.27	\$3.00	MP
0933	Toddlers pool hire – full day (bookings 4 hours or more)	\$53.00	\$50.00	\$5.00	\$55.00	MP
0934	Toddlers pool hire – partial day (bookings up to 4 hours)	\$27.00	\$25.45	\$2.55	\$28.00	MP

### Lane Hire

0935	Commercial and private use – per lane per hour	\$50.00	\$54.55	\$5.45	\$60.00	MP
0936	School groups – per lane per hour	\$16.00	\$15.00	\$1.50	\$16.50	MP
0937	Community groups – per lane per hour	\$21.50	\$20.00	\$2.00	\$22.00	MP
0938	Out of hours lane hire – per lane per hour (minimum 8 lanes) includes 3 base staff members / excludes cleaning fees	\$50.00	\$54.55	\$5.45	\$60.00	MP
0939	Additional staff member for programs, facility hire and events (per hour minimum 4 hours) as requested or determined by centre management	\$40.00	\$37.27	\$3.73	\$41.00	MP
0940	Enfield Swimming Club and Enfield Lifesaving Club				No fee	Z
0941	Royal Life Saving and Austswim Training Courses (subject to course credit scheme approved by General Manager)				No fee	Z

### Meeting Room Hire

0942	Commercial and private use – per hour	\$32.00	\$31.82	\$3.18	\$35.00	MP
0943	Not for profit external groups running activities for their members (eg, sports clubs, lifesaving club etc) – per hour	\$21.50	\$20.00	\$2.00	\$22.00	MP

### Community Room Hire

0944	Commercial and private use – per hour	\$37.00	\$36.36	\$3.64	\$40.00	MP
0945	Not for profit external groups running activities for their members (eg, sports clubs, lifesaving club etc) – per hour	\$27.00	\$25.45	\$2.55	\$28.00	MP
0946	Royal Life Saving and Austswim Training Courses (subject to course credit scheme approved by General Manager)				No fee	Z

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### Miscellaneous

0947	Hire of locker – membership card holders				No fee	MP
0948	Hire of locker – casual patrons	\$2.00	\$1.91	\$0.19	\$2.10	MP
0949	Replacement pass / membership card (per card)	\$6.50	\$6.09	\$0.61	\$6.70	MP

### Learn to Swim and Infant Aquatics Fees

#### Lessons

0950	Family discount (including squad and private swimming lessons)	10% for second booking / lesson in the family 20% for third and any subsequent booking(s) / lesson(s) in the family				MP
0951	Learn to swim program term or intensive programs term per 30 minute lesson for full term upfront	\$18.00	\$18.50	\$0.00	\$18.50	MP
0952	Semi private 30 minute sessions (2 students per class and minimum 5 lessons)	\$80.00	\$75.45	\$7.55	\$83.00	MP
0953	Private lessons – minimum 5 lessons (per lesson per pupil)	\$58.00	\$60.00	\$0.00	\$60.00	MP
0954	Private lessons special needs – minimum 5 lessons (per lesson per pupil and assessment by Coordinator Aquatic Centre)	\$32.00	\$33.00	\$0.00	\$33.00	MP
0955	Squad program term booking – per week	\$12.00	\$11.36	\$1.14	\$12.50	MP
0957	Enrolled LTS student single entry (for current program term only)	\$2.00	\$2.00	\$0.20	\$2.20	MP
0956	Up to 2 parents /carers / family members and any siblings aged between 5 and 15 years will be admitted free spectator entry for the duration of the class, per swim school participant. Standard fees apply for additional accompanying family members and facility users.				No fee	Z

#### School Groups

0958	Enfield Aquatic Centre (EAC) run lessons per lesson per student	\$9.10	\$9.40	\$0.00	\$9.40	MP
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#### Fitness Programs

0959	Seniors and pension concession (aged and disability only) – 10 sessions	\$100.30	\$100.00	\$10.00	\$110.00	MP
0960	Seniors and pension concession (aged and disability only) – single session	\$11.80	\$11.82	\$1.18	\$13.00	MP
0961	10 Sessions	\$136.00	\$136.36	\$13.64	\$150.00	MP
0962	Single session	\$16.00	\$16.36	\$1.64	\$18.00	MP

#### Merchandise

All merchandise items sold at commercial rates or recommended retail prices.

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## Traffic Management

### Administration of Traffic Management

0963	Advertising for temporary road closures	\$968.00	\$988.00	\$0.00	\$988.00	RR
0964	Parking and regulatory signs (per unit)	\$225.50	\$209.55	\$20.95	\$230.50	FC
0965	Administration of traffic management plan high impact road closures, police consultation, RMS consultation	\$862.00	\$880.00	\$0.00	\$880.00	RR
0966	Administration of traffic management plan low impact stop/go traffic control on a local or council-managed road- police consultation	\$263.00	\$268.50	\$0.00	\$268.50	RR
0967	Administration of traffic management plan medium impact stop/go traffic control on a multi-lane or state road, police consultation, RMS consultation	\$511.00	\$522.00	\$0.00	\$522.00	RR

### Footpath Closures

0968	Application fee	\$150.00	\$153.00	\$0.00	\$153.00	PC
0969	Partial footpath (per m2 per week or part thereof)	\$30.00	\$31.00	\$0.00	\$31.00	RR

### Road Closures

0970	Application fee	\$150.00	\$153.00	\$0.00	\$153.00	RR
0971	Late road closure application, requesting urgent approval (ie within 3 business days) excluding whole road closure / RMS approval	\$460.00	\$470.00	\$0.00	\$470.00	RR

### Full Closure

Full road closure fees to be applied to any width of road. Full road closures to be limited to the length of the property street frontage unless otherwise approved by Council.

Fee is based on the length of the closure or the length of the property street frontage, whichever is the higher. Fee is based on the range of the length of closure (eg a 25m closure shall be charged at the 21m-40m fee).

No additional cost for road closures over 80 metres.

0972	Length of full road closure (m) 0-20	\$1,500.00	\$1,530.00	\$0.00	\$1,530.00	RR
0973	Length of full road closure (m) 21-40	\$1,825.00	\$1,865.00	\$0.00	\$1,865.00	RR
0974	Length of full road closure (m) 41-60	\$2,730.00	\$2,785.00	\$0.00	\$2,785.00	RR
0975	Length of full road closure (m) 61-80	\$3,120.00	\$3,185.00	\$0.00	\$3,185.00	RR
0976	Length of full road closure (m) >80	\$3,900.00	\$3,980.00	\$0.00	\$3,980.00	RR
0977	Within parking meter area – additional fee	80% of current parking rate				RR

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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### Partial Closure

Partial road closure fees shown are per lane fees. Total fee to be charged as a multiple of the number of lanes closed (maximum of 3 lanes). Partial road closure to be limited to the length of the property street frontage unless otherwise approved by Council.

Fee is based on the length of the closure or the length of the property street frontage, whichever is the higher. Fee is based on the range of the length of closure (eg a 25m closure shall be charged at the 21m-40m fee).

No additional cost for road closures over 80 metres.

0978	Half day closure of parking lane in R1 General Residential, R2 Low Density Residential and R3 Medium Density Residential Zones (m) 0-20	\$0.00	\$150.00	\$0.00	\$150.00	
0979	Length of partial road closure (m) 0-20	\$340.00	\$347.00	\$0.00	\$347.00	RR
0980	Length of partial road closure (m) 21-40	\$525.00	\$536.00	\$0.00	\$536.00	RR
0981	Length of partial road closure (m) 41-60	\$715.00	\$730.00	\$0.00	\$730.00	RR
0982	Length of partial road closure (m) 61-80	\$910.00	\$929.00	\$0.00	\$929.00	RR
0983	Length of partial road closure (m) >80	\$1,090.00	\$1,115.00	\$0.00	\$1,115.00	RR
0984	Within parking meter area – additional fee			80% of current parking rate		RR

### Car Park Closure

0985	Car park closure (per parking bay per day)	\$28.00	\$28.00	\$0.00	\$28.00	RR
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### Traffic Control

0986	Traffic control – administration fee	\$199.00	\$203.00	\$0.00	\$203.00	RR
0987	During business hours	\$2,210.00	\$2,255.00	\$0.00	\$2,255.00	RR
0988	Outside business hours	\$2,735.00	\$2,790.00	\$0.00	\$2,790.00	RR
0989	Prepare and lodge a road occupancy license application for RMS roads	\$631.00	\$644.00	\$0.00	\$644.00	RR
0990	Where steel plates are required, additional fees per steel plate shall be charged	\$2,110.00	\$2,155.00	\$0.00	\$2,155.00	RR



Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Tree Management

*Environmental Planning and Assessment Act 1979*  
*Local Government Act 1993*

### Council Tree Protection Bonds

Tree protection bonds will be calculated on a case by case basis using industry approved formula and methodology.

### Tree Preservation

0991	Tree permit application fee for 1-5 trees	\$108.50	\$111.00	\$0.00	\$111.00	FC
0992	Tree permit application fee for 6-10 trees	\$163.00	\$166.50	\$0.00	\$166.50	FC
0993	Tree permit application fee for 11-20 trees	\$217.00	\$221.50	\$0.00	\$221.50	FC
0994	Tree permit application fee for more than 20 trees	\$326.00	\$333.00	\$0.00	\$333.00	FC
0995	Application fee (pensioners)	No fee for pensioners with a valid Pensioner Concession Card				Z
0996	Application fee (not for profit organisations/entities)	No fee for not for profit organisations/entities with a valid letter of incorporation or evidence of non-profit status.				Z
0997	Request for review of tree permit application determination – private tree	\$537.00	\$548.00	\$0.00	\$548.00	FC
0998	Request for review of tree permit application determination (pensioner) – private tree	\$268.50	\$274.00	\$0.00	\$274.00	FC
0999	Request for review of pruning/removal determination – council tree	\$537.00	\$548.00	\$0.00	\$548.00	FC
1000	Request for review of pruning/removal determination (pensioner) – council tree	\$268.50	\$274.00	\$0.00	\$274.00	FC

### Removal of Council Tree and Replacement

1001	Removal of council tree (less than 6m tall)	\$646.00	\$659.00	\$0.00	\$659.00	FC
1002	Removal of council tree (between 6m – 10m tall)	\$1,190.00	\$1,215.00	\$0.00	\$1,215.00	FC
1003	Removal of council tree (greater than 10m tall)	\$1,920.00	\$1,960.00	\$0.00	\$1,960.00	FC
1004	Tree planting (25 litre) supply, install and maintain for 2 years	\$553.00	\$513.64	\$51.36	\$565.00	FC
1005	Tree planting (45 litre) supply, install and maintain for 2 years	\$698.00	\$647.27	\$64.73	\$712.00	FC
1006	Tree planting (75 litre) supply, install and maintain for 2 years	\$831.00	\$770.91	\$77.09	\$848.00	FC
1007	Tree planting (100 litre) supply, install and maintain for 2 years	\$1,215.00	\$1,127.27	\$112.73	\$1,240.00	FC
1008	Tree grate 1.2m x 1.2m, tree guard 0.6m x 1.8m and tree root management system, supply and install	\$6,855.00	\$6,359.09	\$635.91	\$6,995.00	FC
1009	Terrabond supply and install 1.2m x 1.2m	\$345.00	\$320.00	\$32.00	\$352.00	FC

Ref	Name	Year 20/21 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 21/22 Fee (incl. GST)	Price Code
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## Waste Management Charges

### Domestic Waste Charges

*Local Government Act 1993 Section 496*

A waste management charge will be levied on all domestic residential properties, entitling each property to:

Weekly collection of 120 litre of general waste

Fortnightly collection of 240 litre of co-mingled recyclables

Fortnightly collection of 240 litre of garden organics

Two domestic household kerbside clean-up services per year

### Domestic Waste Management Standard Service

1010	1 x 120 litre general waste bin, 1 x 240 litre recycling bin, 1 x 240 litre garden organics bin and 2 x bulk household collections per annum	\$419.50	\$430.00	\$0.00	\$430.00	LR
1011	1 x 120 litre general waste bin, 1 x 240 litre recycling bin, 1 x 240 litre garden organics bin and 2 x bulk household collections per month	\$34.96	\$35.83	\$0.00	\$35.83	LR

### Additional Bin

Note: Annual Charge

1012	120 litre waste bin	\$636.30	\$652.20	\$0.00	\$652.20	FC
1013	240 litre recycling bin	\$126.20	\$129.35	\$0.00	\$129.35	FC
1014	240 litre green waste bin – one off fee no ongoing annual charges for collection	\$80.00	\$82.00	\$0.00	\$82.00	FC
1015	240 litre waste bin (residential flat buildings only)	\$743.30	\$761.90	\$0.00	\$761.90	FC
1016	660 litre waste bin (residential flat buildings only)	\$1,663.05	\$1,704.60	\$0.00	\$1,704.60	FC
1017	660 litre recycling bin (residential flat buildings only)	\$1,100.00	\$1,127.50	\$0.00	\$1,127.50	FC

### Occasional Services

1018	Clean up service in excess of 2 collections per year (in accordance with guidelines)	\$168.80	\$173.00	\$0.00	\$173.00	FC
1019	Clean up service in excess of 2 collections per year (small single item)	\$63.60	\$65.20	\$0.00	\$65.20	FC
1021	240 litre green waste bin (cost of bin only – no charge for ongoing service)	\$82.10	\$84.15	\$0.00	\$84.15	FC
1020	Waste collection 120 litre – payment in advance (one off)	\$39.00	\$40.00	\$0.00	\$40.00	FC

### One Off Collections

Note: Subject to separate pre payment.



**Statement of Revenue  
Policy 2021-2022** DRAFT



**Burwood**  
Inc.1874

Burwood . Burwood Heights . Croydon . Croydon Park . Enfield . Strathfield



**DRAFT STATEMENT OF REVENUE POLICY 2021-2022**

Pursuant to Section 491 of *Local Government Act 1993*, Council may obtain income from:

- Rates
- Charges
- Fees
- Grants
- Borrowings
- Investments

**Rates**

Revenue will be raised by way of general residential and non-residential rates, based on land values of all rateable properties in the Council area.

Council's Rating Policy is based on a minimum rate/ad-valorem structure comprising:

- Ordinary Rate – Residential
- Minimum Rate – Residential
- Ordinary Rate – Residential Town Centre
- Minimum Rate – Residential Town Centre
- Ordinary Rate – Business A
- Ordinary Rate – Business B
- Ordinary Rate – Business C
- Ordinary Rate – Business D
- Ordinary Rate – Business Town Centre Minor Business
- Minimum Rate – Business A, B, C, D and Town Centre Minor Business

The Estimated Rate Yield for 2021-2022 with the Special Rate Variation increase of **4.5%** and proposed rates are shown in the following table:

<b>2021/2022 RATING STRUCTURE WITH +4.5% Special Rate Variation and Other Mandatory Adjustments</b>						
<b>RATE TYPE</b>	<b>CATEGORY</b>	<b>TOTAL NUMBER OF ASSESSMENTS</b>	<b>RATE IN THE DOLLAR</b>	<b>NUMBER MIN. RATE ASSESSMENTS</b>	<b>MINIMUM RATE \$</b>	<b>NOTIONAL YIELD \$</b>
Ordinary	Residential	10,357.08*	0.00148696	4,365.90*	\$1,063.32	\$15,696,124
Ordinary	Business A	464.92*	0.00208960	146.24*	\$1,162.79	\$1,568,347
Ordinary	Business B	43	0.00301341	3	\$1,162.79	\$627,608
Ordinary	Business C	31	0.00385774	2	\$1,162.79	\$455,841
Ordinary	Business D	42	0.00644608	4	\$1,487.51	\$2,478,212
Ordinary	Residential Town Centre	3,439	0.00075888	3,401	\$1,356.01	\$4,839,059
Ordinary	Town Centre - Minor Business	399	0.00243340	226	\$1,487.51	\$1,597,005
Total		14,776		8,148.14		\$27,262,196

\*Pursuant to Section 518B of the *NSW Local Government Act 1993* inter alia land valuations carrying a Mixed Development Apportionment Factor (MDAF) are rated proportionally between Ordinary – Residential and Ordinary – Business A minimum/ad-valorem rates according to the MDAF percentages supplied by the NSW Valuer General. This accounts for the fractional number of assessments in the above table.

Rateable properties that are categorised as *Business B*, *Business C*, *Business D* and *Town Centre Minor Business* are shown in the Draft Statement of Revenue Policy.

Rateable properties that fall within the *Burwood Town Centre Boundary* area and are residentially occupied are categorised *Residential Town Centre*.

Those rateable properties that fall outside the *Burwood Town Centre Boundary* and are residentially occupied are categorised *Residential*. Unless categorised otherwise, the remaining rateable properties are categorised *Business A*.

The rates for 2021-2022 will be levied on land valuations supplied by the NSW Valuer General with a base date of 1 July 2019.

Pursuant to Section 566 of the *Local Government Act 1993* interest will accrue on all overdue rates and charges.

In accordance with Section 566(3) of the Act, the Minister has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2021 to 30 June 2022 (inclusive) will be **6.0% per annum**.

#### **Council Additional Pensioner Rebate**

In the 2018-2019 rating year Council introduced a rebate of \$50 be granted in addition to any other pensioner rates concession granted to a rates assessment of an eligible pensioner.

In the 2019-2020 rating year the additional rebate was increased to: \$75

In the 2020-2021 rating year the additional rebate was increased to: \$125

Arising from Mayoral Minute 8/21 Council resolved to provide to pensioners a one-off additional increase of \$25 such that the additional rebate will be: **\$150** for the 2021-2022 rating year.

This is a continuation of the relief measures implemented by Burwood Council in response to the COVID-19 pandemic.

#### **Charges**

##### **Stormwater Management Service Charge**

The Stormwater Management Service Charge (SMSC) was introduced in the 2013-14 financial year to establish a sustainable funding source for providing improved stormwater management across the Burwood Local Government area. In summary, the proposed Stormwater Management Services Charges are:

- Residential property: \$25 per annum (approximately 48 cents per week)
- Residential strata property: \$12.50 per annum (approximately 24 cents per week)
- Business property: \$25 per annum plus an additional \$25 for each 350m<sup>2</sup> or part thereof by which the parcel of land exceeds 350m<sup>2</sup>
- Business strata property: the above divided pro-rata between each strata title lot according to the unit entitlement with a minimum of \$5

The yield of the Stormwater Management Service Charges is estimated to be \$294,142.50



**Residential Waste Service Charge**

Residential waste service charges are made on an annual basis and are equal to the cost of providing residential waste removal and disposal, recycling and waste management education.

The *standard* Residential Waste service consists of a 120 litre bin, a 240 litre recycling bin, a 240 litre green waste bin and two general clean-ups per annum.

In 2021-2022 it is proposed that the *standard* Residential Waste Service Charge will be set at \$430.00, representing an increase of \$10.50 or 2.5%pa compared to the 2020-2021 Residential Waste Service Charge.

The yield of the Residential Waste Service Charges is estimated to be \$6,556,347.45

**Section 611 Charges**

The approximate yield for the s611 Charges (Gas Mains Assessment) is estimated to be \$26,000.

**Fees**

Council may charge and recover an approved fee for any service it provides, other than a service provided for, or proposed to be provided, on an annual basis for which it may make an annual charge. Services for which an approved fee may be charged include the following:

- Supplying a service, product or commodity
- Giving information
- Providing a service in connection with the exercise of the Council's regulatory functions – including receiving an application for approval, granting an approval, making an inspection and issuing a certificate
- Allowing admission to any building or enclosure

Section 610F prohibits a Council from determining a fee until it has given public notice of its Draft Operational Plan for the year in which the fee is to be made and has considered any submissions received. However pursuant to Clause 201(4) of the *Local Government (General) Regulation 2005* the statement of fees and the statement of pricing methodology need not include information that could confer advantage to a commercial competitor.

The Draft Schedule of Fees & Charges for 2021-2022 is prepared in accordance with legislative changes, movements of consumer price index and user-pays principles. The schedule includes each fee, its description, the amount of the fee and details of the relevant Pricing Policy (where shown) and the applicability of GST.

**Grants**

Council applies for and uses both operating and capital grants to fund its operations and capital program respectively. Grant funding for particular activities or programs are listed in the budget.

**Borrowings**

It is proposed that Council will be borrowing loan funds of \$1,000,000 during the 2021-2022 financial year.

Any borrowings will be sourced from appropriate financial institutions in accordance with the Local Government Minister's borrowing order. Borrowings are secured over Council's revenue stream in accordance with the *Local Government Act 1993* as amended.

**Investments**

Any surplus funds will be invested in accordance with statutory requirements and Council's Investment Policy to maximise interest income.

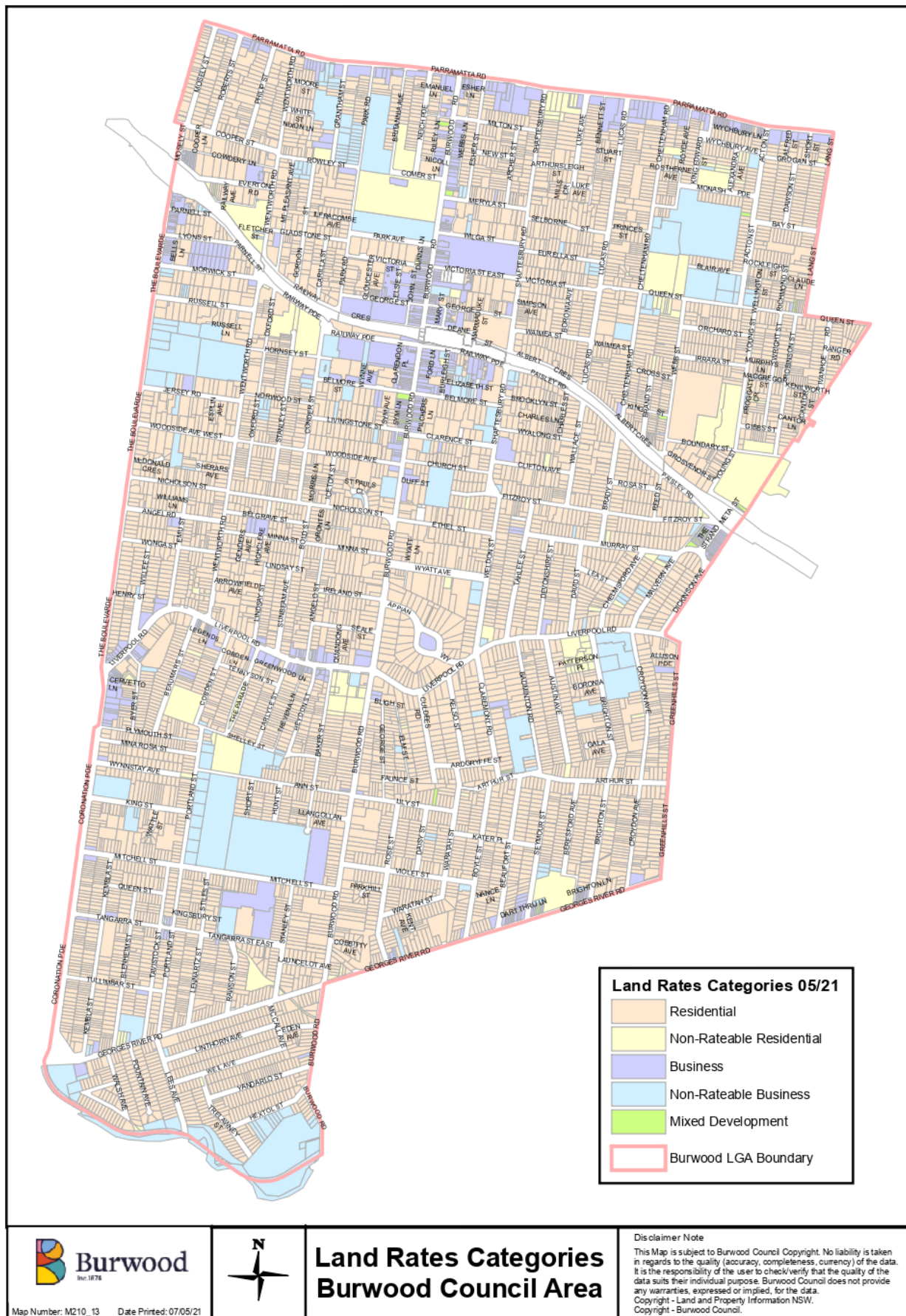
**GST Provisions**

Those goods and/or services that have been subject to GST have been identified in Council's Draft Schedule of Fees & Charges as GST applying. In accordance with taxation legislation the price shown for those goods and/or services is the GST inclusive price.

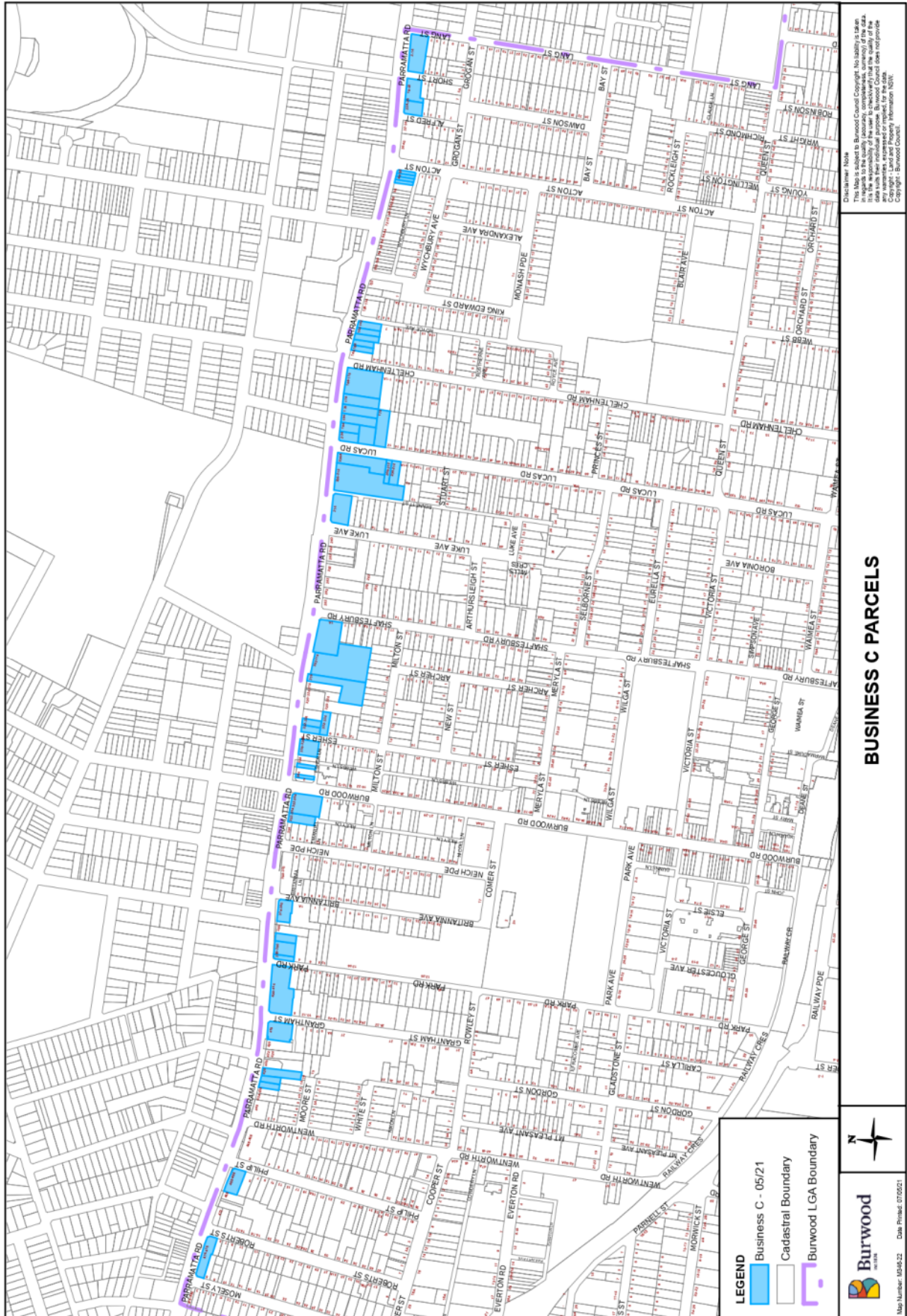
The Draft Schedule of Fees & Charges for 2021-2022 has been prepared using the best available information in relation to the GST.

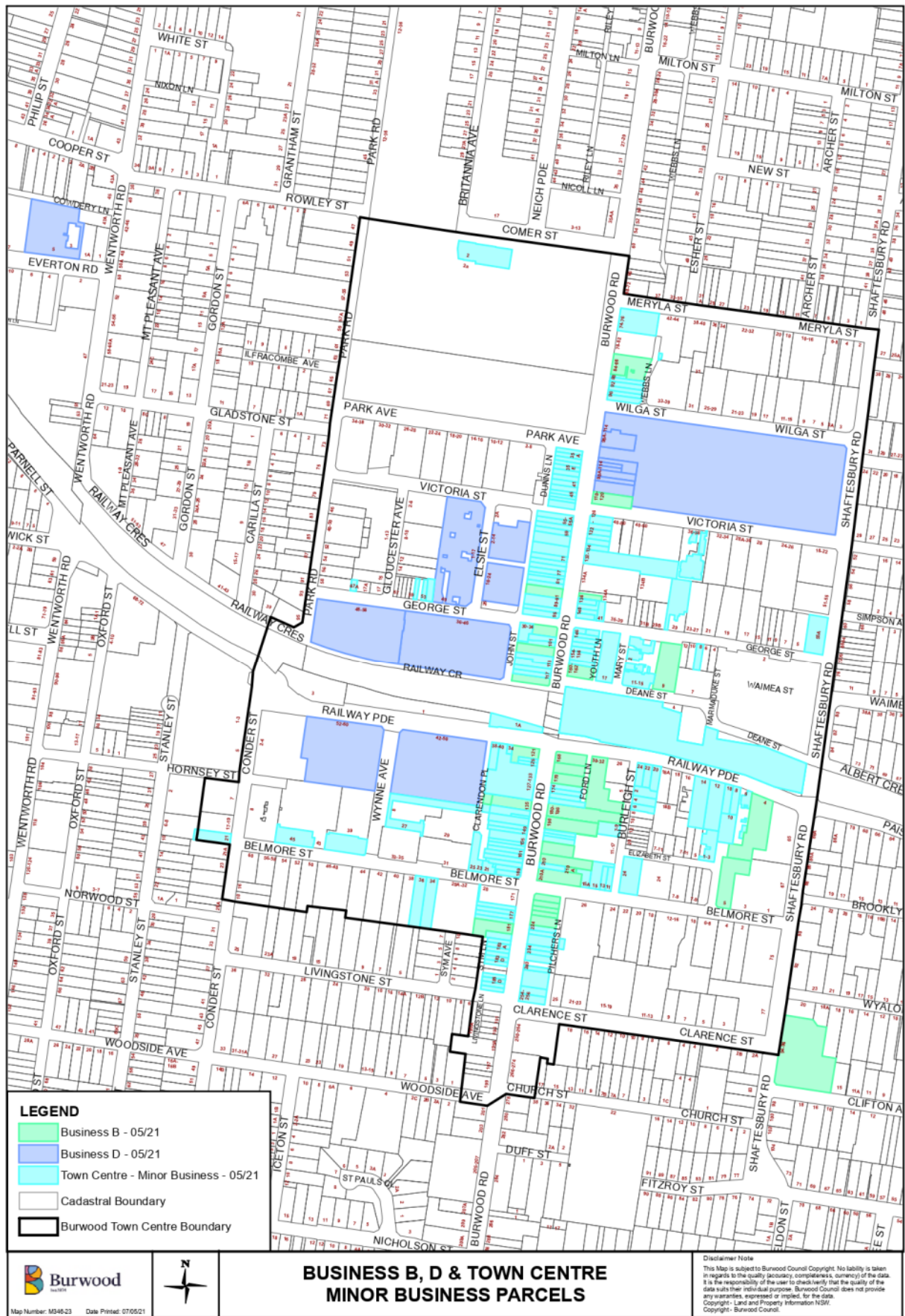
However if a fee that is shown as being subject to GST is subsequently proven not to be subject to GST then that fee will be amended by reducing the GST to Nil. Conversely, if it is determined that a fee shown as being not subject to GST becomes subject to GST then the fee will be increased but only to the extent of the GST.

\* \* \* \* \*











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**Friends of Iron Cove Creek**

PO Box 227  
Croydon 2132  
NSW  
Friends of ironcovecreek@gmail.com

18th June 2021

**ATTN Corporate Planning and Finance Departments**

Burwood Council

To the Corporate Planning and Finance Departments,

We welcome the consultation for the Burwood Draft Operational Plan and Budget and Fees and Charges 2021-22.

Friends of Iron Cove Creek is a non-partisan, grassroots, community group.

We are interested in the potential for Iron Cove Creek (also known as the Dobroyd Canal) to support a walk and cycleway. More information can be found on our website:

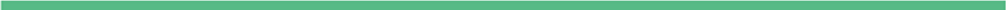
<https://ironcovecreek.org>

This year, we have been running a survey of community members to see what people think. We have more than 430 responses, with 97.7% of respondents saying that they want the project to go ahead. We have collected hundreds of comments calling for places to cycle safely – and in particular, places for children to cycle safely. We have delivered over a thousand flyers, but haven't yet covered the entire catchment, and have more plans for community outreach. Thirteen percent of current respondents live in the Burwood LGA.

The canal runs from the Ashfield Aquatic Centre all the way to the Bay Run, and is within a kilometre of nine schools, at least nine childcare and early education centres, and the Centenary Park and Hammond Park sports grounds. We are hoping that this walk and cycleway will become the backbone of a larger network of safe cycle lanes, so that school students can travel to school and sports activities safely and independently, and parents have the option to walk or cycle, like they do in cities around the world.

The survey respondents want to see more safe, separated cycling infrastructure installed – in particular safe for children to ride on.

Friends of Iron Cove Creek encourage the direction of more resources to the Transport Planning and Engineering function within Council in order to progress related safe walking and separated



cycling initiatives within Burwood, particularly given the desire for safer cycling and walking infrastructure in the LGA shown by the survey responses.

We are happy to meet with Council representatives to discuss this submission or our community consultation further, at any time.

Yours sincerely,

**Friends of Iron Cove Creek**

## **(ITEM 40/21) ALTERNATIVE WASTE COLLECTION ARRANGEMENTS - OPTIONS FOR RECEPTACLE NUMBERS AND PLACEMENTS**

File No: 21/26580

REPORT BY GROUP MANAGER ENVIRONMENT & HEALTH

### **Summary**

Council at its meeting of 25 May resolved that the General Manager

1. *Investigate alternative waste collection arrangements for residential and mixed use development that reduce the number of waste receptacles being placed kerbside for collection and improve the efficiency of collection services.*
2. *That a briefing report including recommendations be presented to Council for consideration.*

### **Operational Plan Objective**

- 3.2.2 Identify emerging waste management solutions
- 3.3.3 Encourage the Community to take pride in the cleanliness and maintenance of the area.

### **Background**

Council considers waste management and collection issues for new developments at the time of lodgement of a development application. Council's Development Control Plan (DCP) includes a chapter on Waste at Part 6.2 of the DCP.

The DCP requires that a Waste Management Plan (WMP) be submitted with each development application. The WMP must address all matters included in the DCP as it relates to each particular type of development. Matters include (but not limited to):

- The provision of waste chutes for multi storey dwellings
- The provision of adequate waste rooms for residential and commercial buildings
- The provision of separate areas for the holding of clean up material
- Specification for the construction of any waste room
- Proposed off street / on site collection arrangements if applicable
- The number and configuration of the required number of bins for the development.

Council can provide 2 sizes of bins for multi storey dwellings being 240 litre bins (2 wheel bins) or 660 litre bins being the 4 wheel bins. These bins can be for either waste (red lid bins) or recycling (yellow lidded bins).

There are approximately 80 multi-unit residential properties in the Council area that have the larger 660 litre bins for waste and recycling collections. This is approximately 23% of the parent strata properties in the Council area.

There are several examples of high rise multi-unit high rise dwellings which include 'best practice' collection arrangements. The developments:

- have either dual or single waste chutes located in a separate room at each floor level,
- sufficient space in the chute room to hold a recycling bin
- the chutes discharge into bins in an enclosed bin room at ground floor level
- the collection vehicle enters the ground floor loading dock area
- the bins are emptied into the truck by collection staff
- the bins are returned to waste room by the building caretaker and washed clean
- waste water from the washing of the bins is discharged to the sewer.

This solution is more common in the town centre where most high rise multi-unit dwellings are approved. Some examples of this type of system include:

- 47 Belmore Street Burwood
- 1 Railway Parade Burwood
- 1-17 Elsie Street Burwood
- 27 Belmore Street Burwood

A further method of keeping bins off the street is to have a bin holding area within the property. The contractor will wheel the bins from that area to the truck for emptying and return the bins to the holding area. This is referred to as a wheel out wheel back service. The negative outcome for this option is the creation of a hardstand to the frontage of the property which ultimately reduces the extent of landscaping available. The use of the bin holding area can also become the default storage location for bins, unless on site management is diligent in returning bins to the storage location within the building.

Returning the bins from the street to back within the building or property is a management issue. Council does have an enforceable *'Local Approvals Policy for Managing Waste in Public Places'*. The Policy has requirements about the placement and storage of waste bins in public places including footpaths. The Policy currently states that the bins cannot be left on the footpath longer than the day of collection.

Failure to comply with a Notice or Order issued by Council under the Policy can lead to a fine being issued to the Body Corporate

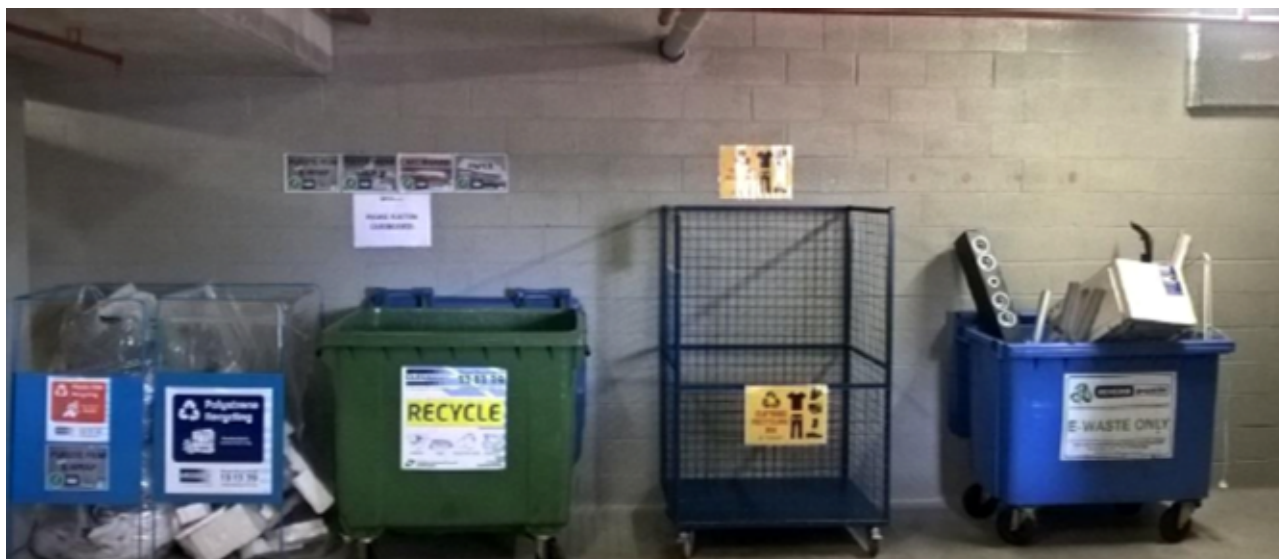
The policy is due to be reviewed in September of 2021. It is proposed that a further provision be included in the Policy requiring bins in the Town Centre be removed from the footpath within a specified time after collection. The terms of the Policy can be enforced by Council compliance officers.

Council has engaged a Waste Education and Resource Recovery Officer through the collection contractor JJ Richards. Council has commenced a program to visit and engage with building caretakers and strata managers with a view to reducing contamination levels and improving internal waste management practices and collection procedures. This can include encouragement to adopt the use of the large 660litre bins to reduce the overall quantity of bins being placed kerbside for collection.

### **Proposal**

It is proposed that the current review and audits of multi-unit dwellings by the Waste Education and Resource Recovery Officer continues and an annual information report be submitted to Council summarising achievements and outcomes in relation to waste practices and performances.

A review of Part 2 of the Burwood DCP 'Waste' is currently being undertaken to ensure that we continue to maintain a best practice approach to waste management issues. An important aspect for multi-unit dwellings is that they are able to provide effective source separation of materials in a designated waste area within the building. An example of an effective waste separation station is shown below:



Another example is a chute system using 660 litre bins for waste collections as follows:



It is further advised that if any particular development wishes to review its current collection practices, they can approach Council to discuss issues, concerns or any proposed or suggested changes.

Collection services and arrangements are being reviewed by Council's aforementioned Waste and Resource Recovery Officer as audits continue to be conducted through the multi-unit dwellings of the Town Centre. This will include a review of existing practices and where appropriate make recommendations for alterations and or improvements to existing services.

### **Consultation**

There has been no external consultation carried out in preparing this report.

### **Planning or Policy Implications**

There are no Planning or Policy implications.

### **Financial Implications**

There are no financial implications.



**Conclusion**

It is acknowledged that waste and recycling practices and procedures need to be sufficiently agile and flexible to accommodate the varying circumstances that exist from one development to another.

These variations are addressed at the Planning stage through the assessment of any development proposal. Appropriate conditions are imposed on the consent to achieve resident and community amenity.

**Recommendation(s)**

- 1) That the report be received and noted.
- 2) That in the review of the '*Local Approvals Policy for Managing Waste in Public Places*' a provision be included for the timely removal and return of waste and recycling bins from footpaths outside multi-unit dwellings in the Town Centre.
- 3) That the updated '*Local Approvals Policy for Managing Waste in Public Places*' be submitted to the September 2021 Council Meeting.
- 4) That Part 6.2 of the Burwood DCP 'Waste' be reviewed and updated as considered necessary and submitted to the October 2021 Council Meeting.

**Attachments**

There are no attachments for this report.

## (ITEM 47/21) ADOPTION OF HOARDING POLICY AND PUBLIC ART POLICY

File No: 21/26117

REPORT BY DIRECTOR COMMUNITY LIFE

### **Summary**

At the Ordinary Meeting of Council held on 27 April 2021, Council resolved to place the revised *Hoarding Policy* and the revised *Public Art Policy* on public exhibition for a period of 28 days for consultation with the community. This report seeks Council's adoption of both policies following the conclusion of the public exhibition period.

### **Operational Plan Objective**

5.3.1 Promote opportunities for public art and culture.

5.3.2 Maintain an attractive Burwood CBD.

### **Background**

At the Ordinary Meeting of Council held on 27 April 2021, Council received the report titled - *Review of Hoarding Policy and Public Art Policy* and resolved:

*"That Council:*

- 1. Endorse and place the revised Hoarding Policy as outlined in Attachment 1 on public exhibition for a period of 28 days.*
- 2. Endorse and place the revised Public Art Policy as outlined in Attachment 2 on public exhibition for a period of 28 days.*
- 3. That Council staff hold a Councillors' workshop showing the examples / audit of the current public art policy.*
- 4. Provide a report back to Council following the conclusion of the public exhibition period."*

### **Proposal**

The revised *Hoarding Policy* and *Public Art Policy* were placed on public exhibition for a period of 28 days from 30 April 2021 to Thursday 27 May 2021. No public submissions were received.

In accordance with the previous Council resolution, a Councillor Workshop was also held on Tuesday 15 June 2021 in relation to the revised *Public Art Policy*. The workshop covered:

- A summary of key changes proposed in the revised *Public Art Policy*;
- A comparison with other Council public art policies, with a particular focus on public art requirements for private developments;
- Public art project examples within private developments;
- An analysis of DAs lodged in 2019 and 2020 and how the current and revised public art policies would be applied; and
- Examples of Public Art Plans recently submitted to Council for private developments.

As a result of the Councillor Workshop minor amendments have been made to Section 12 of the revised *Public Art Policy*, which outlines the requirements for public art in private developments. Clarifications have been made to specify the locations where a \$10 million or \$20 million Capital Investment Value (CIV) threshold will apply for the provision of onsite public art in private developments. Where the integration of public art in new developments can be clearly

demonstrated as unviable, the Policy also notes that alternative mechanisms may be explored for the delivery of public art projects, such as via Voluntary Planning Agreement (VPA) processes.

A copy of the revised *Hoarding Policy* and the revised *Public Art Policy* (incorporating minor clarifications arising from the Councillors' Workshop) are included under Attachment 1 and Attachment 2 of this report.

It is proposed that both policies now be adopted by Council in order to achieve improved public art outcomes for the benefit of the local community.

### **Consultation**

The revised *Hoarding Policy* and revised *Public Art Policy* were placed on public exhibition for a period of 28 days from 30 April 2021 to Thursday 27 May 2021. During the public exhibition period the documents were made available to the community for comment via Council's website. Hard copies of the documents were also made available at the Customer Service Centre.

Council also promoted the public exhibition period via Council's social media platforms and Council's e-newsletter.

No public submissions were received in relation to either revised policy during the public exhibition period.

### **Planning or Policy Implications**

The Burwood Local Government Area is undergoing major renewal, particularly in the Burwood Town Centre, with significant development and construction activity anticipated in the foreseeable future. The adoption of both policies included in this report is expected to improve the coverage and application of public art, either through temporary hoardings or as permanent public art.

### **Financial Implications**

The revised *Public Art Policy* includes a new provision for Council's own Capital Works projects over the value of \$1 million to allocate a minimum of 1% of the total cost of the project for the inclusion of public art where feasible. This new inclusion provides an aspirational model for Council to increase its own delivery of public art outcomes that is in keeping with the financial resources available to Council at the time of project planning.

There are no other financial implications to Council associated with these policies.

### **Conclusion**

Council has undertaken a review of its current *Hoarding Policy* and *Public Art Policy* to streamline and strengthen both policies to achieve improved public art outcomes across the Burwood LGA. As public exhibition requirements and a Councillors' Workshop have now been undertaken, this report recommends that the revised *Hoarding Policy* and revised *Public Art Policy* be adopted by Council.

### **Recommendation(s)**

That Council:

1. Note that no public submissions have been received relating to the revised *Hoarding Policy* and revised *Public Art Policy* during the public exhibition period.
2. Adopt the revised *Hoarding Policy* as outlined in Attachment 1.
3. Adopt the revised *Public Art Policy* as outlined in Attachment 2.

**Attachments**

- 1 Revised Hoarding Policy
- 2 Revised Public Art Policy



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## REVISED - DRAFT HOARDING POLICY

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Email: [council@burwood.nsw.gov.au](mailto:council@burwood.nsw.gov.au)  
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Public Document  
Adopted by Council: Version 2 - Not Yet Adopted  
Ref. No.: 21/15643  
Version No.: 2  
Ownership: City Strategy



**Revised Hoarding Policy**

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## Revised Hoarding Policy

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### 1. Purpose

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The Hoarding Policy (HP) prescribes the policy to control the placement of temporary structures on or above a public road.

The HP is considered in the assessment of applications lodged by applicants seeking approval to erect a temporary structure on or above Council's infrastructure such as footways and roadways to enable construction or maintenance activity to occur on or around buildings.

The aims of the HP are to:

- maintain safe passage and high amenity including safe surfaces past worksites
- maintain visual openness of footways
- minimise adverse visual impacts by providing across the LGA a standard colour palette, high quality public art and graphics, and innovative designs
- enrich and vitalise Burwood's public places during construction with added creativity, interest and meaning including culture, vibrancy and history
- screen and secure work areas from the public space
- provide fascia to conceal site sheds on hoarding decks
- minimise pedestrian, cycleway and vehicular obstructions and inconvenience resulting from the placement of temporary structures in a public place
- control truck and worker access points in hoardings to enhance public safety
- minimise adverse impacts on street trees.

### 2. Scope

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The HP applies to the whole of the Burwood Local Government Area (LGA) and is administered by Council's Building and Development Team.

### 3. Policy Application

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#### 3.1 Exemptions

There are no exemptions from the requirement to place on hoarding on or around a site. For exemptions for the provision of artwork or graphics on a hoarding see Clause 6.14 of this policy.

Note: Site perimeter chain-wire fencing located wholly within a property allotment is not regulated through this policy and does not require approval if associated with approved development or building activity that is classed as exempt or complying development. In these cases, fencing must comply with the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

#### 3.2 Determination criteria

The provisions prescribed in this HP will apply when seeking approval to erect a temporary structure on or above a public road. For a complete list of the documents and information to be provided to Council in the application for a hoarding approval, refer to **Appendix 1**.

#### 3.3 Other matters for consideration

The provisions of the *Roads Act 1993* (Roads Act) and *Roads Regulation 2008* will be considered in the assessment and determination of applications seeking approval to erect temporary structures.

**Revised Hoarding Policy**

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**Note:** The use of equipment (cranes and hoists) to swing or lift material across or over any part of a public road requires separate approvals under s68 and s94 of the *Local Government Act 1993* (The Act) and s139 of the Roads Act.

Parts of the Burwood (LGA) have very high pedestrian and traffic volumes. Footway obstructions resulting from hoardings and scaffolding are often a necessary part of construction and building maintenance activity. In allowing the installation of these structures in a public place it is essential that they have the least possible impact on residents, workers, visitors and the business community.

There are also significant visual impacts that result from development activity therefore hoardings must have quality design features to minimise these impacts. The Council therefore requires hoardings to meet prescribed minimum design standards including the display of public art and graphics. The use of public art, graphics, colour and images on hoardings and scaffolding is a means of minimising visual impacts and adding visual interest and the presence of creativity in the streetscape.

The installation of artwork on temporary structures will align with the Council's Public Art Policy which discourages graffiti and bill posting.

**4. Policy Status and Legislation References**

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The HP is a local approvals policy under s158 of the Act. The HP is aimed at the development and construction sectors where approval is sought to erect temporary structures on, or over, a public road (an activity under s68 of the Act) in association with development sites or buildings undergoing maintenance.

The following acts, regulations and policies are the guiding legislation for hoarding matters:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Protection of the Environment Operations Act 1997*
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*
- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2000*
- *Roads Act 1993*
- *Roads Regulation 2008*
- *The Building Code of Australia*
- *Burwood Hoarding Procedures and Specifications*
- *Burwood Local Environmental Plan 2012*
- *Burwood Development Control Plan*
- *Burwood Public Art Policy*
- *Burwood Compliance and Enforcement Policy*

**5. Definitions**

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For the purpose of this policy and unless contradicted in an above listed policy or legislative references, the following definitions apply:

**Authorised person:** an employee of Council generally or specially authorised in respect of or whose duty it is to deal with, or to act in regard to, any Acts, matters or things in relation to which the expression is used (*Local Government Act 1993*).

Revised Hoarding Policy

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**Classified road:** (Roads Act 1993) includes:

- a. a main road
- b. a highway
- c. a controlled access road
- d. a secondary road

**Note:** A full list of classified roads is available on the Department of Transport's website.

**Crossing:** the portion of a driveway or vehicular accessway between the carriageway of a road (street gutter) and property boundary (frontage).

**Footway:** the part of a road that is set aside or formed as a path or way for pedestrian traffic (whether or not it may also be used by bicycle traffic). (*Roads Act 1993*)

**Hoarding:** a temporary structure placed on the Council's land (footway/roadway) that separates a workplace from the public place and may also provide an overhead protective barrier to protect the public place from objects that may fall from a work area.

**HPS:** Council's Hoarding Procedures and Specifications.

**Permit:** an approval in force under the *Local Government Act 1993* and *Roads Act 1993*.

**Person conducting a business or undertaking:** (Section 5 of the *Work Health and Safety Act 2011*), for the purposes of these Guidelines, is the holder of a determination (Permit) for a temporary structure such as a builder; a contractor; or other person involved in placing a temporary structure in a public place.

**Public liability insurance:** insurance where the insurer agrees to indemnify the insured for legal liability owed to another person who suffers loss, damage, injury or death by reason of the insured's activities.

**Public place:** a road.

**Road:** (Local Government Act 1993) includes:

- a. highway, street, laneway, pathway, footpath, cycleway, thoroughfare, bridge, culvert, causeway, road-ferry, ford, crossing, by-pass and trackway, whether temporary or permanent, and
- b. any part of a *road* and any part of any thing referred to in point (a), and
- c. anything forming part of a road or anything forming part of any thing referred to in point (a).

**Roadway:** a road that may also include a laneway.

**Scaffolder:** a person engaged in erecting, altering or dismantling scaffolding. (*AS/NZS 4576:1995 'Guidelines for Scaffolding'*)

**Scaffold / scaffolding:** a temporary structure specifically erected to allow and support access or work platforms. Where the word 'scaffolding' appears in the HP it refers to 'perimeter scaffolding' erected on or above the Council's property (a road). It does not apply to scaffolding erected on private property associated with construction, demolition or maintenance activity on a building or other structure.

**Temporary structures:** hoardings, scaffolding and cantilevered work platforms as defined in this policy.

**Revised Hoarding Policy**

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**6. General Requirements**

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Hoardings must be erected where it is proposed to construct, demolish and carry out façade remedial works or maintenance to a building adjoining a public way. Hoarding fees are charged in accordance with Council's Schedule of Fees and Charges.

Hoardings shall be designed in accordance with adopted designs and specifications stipulated in Council's Hoardings Procedures and Specifications (HPS) which will result in either a Type A or Type B hoarding. The type of hoarding required to be erected will vary depending on the locality and the nature of proposed construction work. **Appendix 2** contains visual examples of each type of hoarding.

A Type A hoarding is a fence that separates the worksite from the road. Due to higher pedestrian activity and the need to ensure public safety, all Type A hoardings in the B2, B4 and B6 (commercial) zones shall be of a solid closed construction. Type A (Open) hoardings will only be permitted in areas of lower pedestrian activity such as residential areas.

Type B hoardings are typically a prefabricated modular steel gantry hoarding installed and assembled in segments to form an integrated overhead protective structure allowing pedestrians to pass beneath. It may also incorporate a site fence and overhead office sheds. The structural frame of Type B hoardings must be of steel.

All materials must be solid in construction, be securely fixed and provide a smooth finish to a minimum height of 2100 mm to prevent injury to pedestrians, with the exception of Type A (Open) hoardings, where it is a minimum height of 1800 mm.

**6.1 Shared pathways**

When a hoarding is proposed along a shared pathway, i.e. pedestrian/cycleway, Council will evaluate hoardings and propose a solution in consultation with Council's Traffic Engineers to ensure functionality of both the shared pathway and proposed hoarding.

**6.2 Prohibited hoarding materials**

The following are not permitted to form part of the hoarding structure situated on Council's road reserve:

- Scaffolding
- Modified shipping containers to act as protective structures
- Reinforcing mesh
- Star pickets and Cyclone mesh
- Timber-framed Type B hoardings
- Similar structures as mentioned above that are not permanently fixed.

**6.3 Lighting**

Hoarding lighting, connected to mains power supply, must be provided to ensure the pedestrian pathway or footpath is well lit for pedestrians. Lighting is to be equal to the level and distribution pattern of the existing street lighting in the area. Where pedestrian hazards associated with the hoarding are present, Council will require the establishment of significantly higher lighting levels. All lighting associated with hoardings must not impact on surrounding traffic.



**Revised Hoarding Policy**

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**6.4 Office sheds**

All site office and work sheds are to be located on private property. Where this is not possible, a Type B hoarding must be erected to facilitate this requirement in accordance with the HPS.

**6.5 Use of cranes and hoists**

A crane or similar (i.e. mobile crane, hoist, concrete pump etc.) must not be used to convey material over a public way unless an appropriate approval has been obtained from Council. Cranes, hoists, and concrete pumps shall not be used or placed on public property unless prior approval has been obtained from Council.

**6.6 Protective footpath crossings**

Vehicles must not cross the footpath to gain access to the site. If a vehicle crossing is required, a temporary vehicular crossing shall be constructed to the satisfaction of Council. The temporary vehicular crossing shall protect the existing footpath, be maintained and must not cause a tripping hazard or pose any danger to the public.

**6.7 Utility services**

Applicants must consult with the appropriate utility authority to ensure that there is no adverse impact on infrastructure from the proposed work. Hydrants, utility services and sewer manholes are not to obstruct the services and infrastructure to ensure ongoing access. If the structure is within two metres of overhead electricity wires, applicants must consult the relevant electrical authority. All electrical distribution boards required for site works are to be located within the site and not attached externally to the structure.

**6.8 Footpaths and provision for people with disabilities**

When required, pedestrian detours or alternative pathways must be designed to accommodate people with disabilities. These routes must provide appropriate widths, levels, gradients, tactile indicators and colour schemes to assist people with disabilities.

Pathways must be repaired immediately, if damaged to ensure pedestrian safety. Footpaths must be reinstated to their original condition to the satisfaction of Council, when a hoarding is removed. Any obstruction to the footpath from a proposed concrete pour, laying of cables, conduits, drainage pipes, service lines and the like requires Council's prior approval.

**6.9 Maintenance of hoardings**

Graffiti must be removed from all hoarding structures within 48 hours of detection or Council notification. Hoardings must consist of appropriate coverings to assist in graffiti removal or measures to reduce the occurrence of graffiti. In the event of non-compliance with these requirements, Council reserves the right to remove or paint over the graffiti and charge the owner in accordance with Council's Fees and Charges. It is the responsibility of the applicant/ building owner/ developer to maintain the hoarding in a good state of repair at all times. This includes any mesh covering on the hoarding.

**6.10 Protection of Council street trees**

The design of a hoarding, including the type and location of posts, counter weights, crossings and overhead decking, must be designed to minimise impact on the street trees and vegetation. Tree preservation measures may be required if there is an impact on the street trees. No tree cutting, lopping or removal is permitted without the prior consent from Council.

**Revised Hoarding Policy**

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**6.11 Council assets**

Council's infrastructure and assets must not be interfered with or damaged during the construction or operation of the hoarding. This includes the drainage system, kerb and gutters and footpaths. Prior approval from Council is required for any modification to Council's infrastructure.

The use of the roadway for storage of materials, loading and unloading is not permitted at any time, unless prior approval has been obtained from Council.

Council's footpaths, roadways and ancillary infrastructure assets (i.e. street furniture, signage and the like) must be reinstated to their original condition when a hoarding is removed. An initial dilapidation report must be prepared and submitted to Council prior to the commencement of works and a second dilapidation report within one week of the completion of work.

**6.12 Traffic management plan**

A Traffic Management Plan (TMP) must be prepared by an accredited traffic engineer if the hoarding is likely to affect pedestrian or traffic movements during the construction, operation or removal phase. The TMP must identify traffic and pedestrian issues, recommend appropriate means for dealing with such issues and must be submitted with the hoarding application for Council approval. Council's traffic engineers may provide relevant advice regarding the contents within the TMP and/or request additional permits be obtained in addition to the hoarding approval.

**6.13 Obstruction to traffic lights, DoT cameras and CCTV Cameras**

All hoardings must be constructed so that they will not obstruct the sight lines of either motorists or pedestrians to traffic lights and cameras. In addition, visibility from driveways, pedestrian crossings and intersections must not be obstructed.

The hoarding application site plan must set out the location of all traffic lights, DoT monitoring cameras and closed circuit television cameras. The application must ensure there is no interference in the operation of these facilities.

**6.14 Artwork, graphics, images and innovative hoarding finishes**

The display of artwork, graphics and images on temporary structures is strongly encouraged. In certain circumstances this is mandatory. The display of artwork and graphics minimises adverse impacts, adds visual interest and increases the presence of creativity in the streetscape. Artwork and graphics also discourage graffiti and bill poster attachment by eliminating blank surfaces.

As temporary structures are placed on land owned by the Council, the Council reserves the right to require an applicant to display specific artwork, graphics or community information about Council initiatives. This includes major projects, special events, festivals and other initiatives undertaken by the Council from time-to-time.

Graphics are required on hoardings as follows:

- a. Within B2, B4 and B6 zone sites and any other zone requiring a hoarding, or as a condition of development consent, hoardings must, with the exception of temporary structures associated with heritage items incorporate one of the following:
  - i. a digital artwork or historical image to be supplied by Council in consultation with the applicant; Historic images for hoardings are able to be viewed at:

Revised Hoarding Policy

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<https://www.burwood.nsw.gov.au/Planning-Building/Development-Codes-and-Policies>  
or

- ii. an approved site-specific high quality artwork commissioned by the applicant that adds visual interest in the streetscape and which is appropriate for the locality. Any artworks commissioned by an applicant must align with Council's Public Art Policy. Applicants must discuss their proposal with the Council prior to commissioning an artwork.
- b. At least 75 per cent of the surface area of a hoarding including return end panels, major or large access gates and doors (wider than 2 metres) and fascia must be covered by a graphic display with the remaining surface finished and painted black and in accordance with the colour scheme in the HPS.

The artwork and/or graphics on all Type B hoardings must be displayed on both the hoarding fascia and site fence (where applicable). In approving any graphics, other than Council supplied artwork and graphics, the Council accepts no copyright responsibilities that the applicant may need to meet. Graphics or artwork are not required for a hoarding on a narrow site (less than 12m in width), minor works such as a new shop front and shop fitouts and hoardings that are proposed to be in place for less than four weeks.

Any site requiring any form of graphics on their hoardings will need to obtain written approval from Council officers prior to installation of graphics. Applicants using Council supplied artworks will also need to agree to terms and conditions of use for the artworks.

#### **6.15 Public indemnity insurance**

Council must be indemnified during the erection and dismantling of temporary structures and also throughout the period that structures are in place. The indemnification is against any claims for injury to persons, damage to adjoining properties and/or public places, and any excess on the insurance policy arising out of any claim. Such indemnity must be expressed in the form of a public liability insurance policy with a minimum amount of \$20,000,000 for any individual claim that may be made. The insurance policy must be held in the name of the applicant holding the temporary structures approval.

The applicant holding an approval for a temporary structure must, in the case of the transfer of the project to another person or company, advise the proposed new entity to lodge a fresh application together with providing a new public liability insurance policy, to seek approval to allow the temporary structure to remain in place and for the approval to be held in the name of the new entity.

#### **6.16 Site Fencing**

Construction sites are required to be fenced for safety reasons to prevent unauthorized access to the site. Site fencing is located on or within the property boundary and does not encroach upon public land. Site fencing is normally not regulated except to provide a safe and secure barrier to the site. As a policy requirement, Council will require the following in respect of any type of on-site construction fencing to any property frontage:

- In all zones, except for single dwellings & ancillary structures, Council will require solid fencing (in lieu of open wire mesh fencing) to a site where an excavation to the site is proposed, or where a frontage to a street is 20m or greater. The fencing will be subject to clause 6.14 – 'Artwork, Graphics, Images and Innovative Hoarding Finishes' of Council's Hoarding Policy.

**Revised Hoarding Policy**

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- For all sites in Residential zones (except works relating to dwelling houses), where a site has more than one street frontage (e.g. corner allotments or prominent site location), solid fencing maybe required to the site, and if required, will be subject to clause 6.14 - 'Artwork, Graphics, Images and Innovative Hoarding Finishes' of Council's Hoarding Policy.

In the above circumstances Council will impose conditions of consent on the relevant development applications. For complying development certificates issued by private certifying authorities, where applicable, Council will pursue the provision of site fencing with the applicant through this Policy.

**7. Operating Procedures**

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**7.1 Granting an approval**

An approval (permit) for the placement of a temporary structure on or over a public road (footway and/or roadway) is granted under s94 of the *Local Government Act* (the Act) and s139 of the *Roads Act*. Where required, an approval under s115 of the *Roads Act* may also be granted. An approval is issued subject to conditions imposed through s94 of the Act and s139 (1) (d) of the *Roads Act*. An approval is granted to allow a temporary structure to be installed and used in a specified way as prescribed in this policy and the HPS and as set out in the conditions forming part of an approval.

Conditions contained in hoarding approvals must be read in conjunction with any conditions of development consent pertaining to the development of the particular site. Specific conditions in a development consent relating to the protection of Council's assets, street trees, site management and construction layout, may impact on the hoarding design, and this must be satisfied.

**7.2 Amending an approval**

A person to whom an approval is granted may apply to amend an approval under s87 of the Act if the amendments are minor only. The assessment for an amendment to an approval will include the following matters:

- whether the proposed amendment is substantially the same as that originally approved
- whether any prejudice will be caused to any person who made a submission concerning the original proposal
- whether consultation with another authority such as RMS is required
- an amended determination replaces the original approval from the date endorsed on the notice of determination.

**7.3 Extending an approval**

The Council may determine to extend an approval under s107 of the Act.

An approval may not be extended where a temporary structure:

- is structurally unsound
- is not being satisfactorily maintained in accordance with the regulations of the HP
- is non-compliant with an approval
- a public liability insurance policy for a structure/approval is not current or has been withdrawn by the insurer
- any other circumstance as determined by Council.

An approval to extend an approval must be obtained before the lapsing date (as specified in an approval).

## Revised Hoarding Policy

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### 7.4 Revoking an approval

Council may revoke an approval under s108 of the Act for any circumstance set out in s109 of the Act. An approval may also be revoked, for any reason, under s140 of the Roads Act. Council may exercise its powers under these acts where any of the following apply:

- the person holding an approval fails to act on directions to rectify a temporary structure - particularly matters relating to inadequate structural adequacy or other public safety risk
- an approval has lapsed and an application has not been lodged to extend an approval
- a public liability insurance policy for a structure/approval is not current or has been withdrawn by the insurer
- any other circumstance as determined by Council.

In circumstances where an approval has been revoked, Council reserves the right to take action to have the unauthorised structure/s removed and recover all associated costs.

## 8. Enforcement

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Unless specifically varied by a condition of approval or a direction of an authorised person, the relevant provisions set out in this policy or the HPS must be satisfied when placing a temporary structure on or above a public road.

If Council becomes aware of non-compliance with the conditions relating to a hoarding approval, Council may:

- a. Issue Penalty Infringement Notices for failing to comply with the approval
- b. Issue a Court Attendance Notice at Local Court. The Local Court can impose penalties for a corporation or for an individual
- c. Issue Orders requiring compliance with the conditions of approval
- d. In circumstances where Council has issued an order requiring compliance with the approval and the terms of the Order have not been complied with, Council may commence legal action with the Land and Environment Court or Local Court to enforce the Orders and recover all associated costs.

Council, at all times, reserves the right to issue an immediate infringement notice depending on the seriousness of the circumstance and at the discretion of the authorised person and consideration of Council's Compliance and Enforcement Policy.

## 9. Review

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This policy will be reviewed at least every four years.

## 10. Contact

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Group Manager Building and Development on 9911 9911.



## Revised Hoarding Policy

## 11. Appendix 1 – Hoarding Application Submission Matrix

This table identifies the minimum information required for hoarding applications.

HOARDING APPLICATION SUBMISSION MATRIX		Type A (Open) Hoarding	Type A (Closed) Hoarding	Type B Hoarding
MANDATORY = <input type="checkbox"/> MAY BE REQUIRED = <b>0</b>				
ARCHITECTURAL -TYPE DRAWINGS	Two sets, fully dimensioned, 1:100 scale (min)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Site fence and scaffolding (where proposed) fully dimensioned including an elevation drawing		<input type="checkbox"/>	<input type="checkbox"/>
	Site sheds including their accurate position on Type B hoardings			0
	Proposed or approved works zone on the roadway	0	0	0
	Existing building entrances, emergency egress exits and existing sprinkler/hydrant booster connections		0	0
	Street trees (trunk diameter, canopy volume and dimensions of tree pits)		<input type="checkbox"/>	<input type="checkbox"/>
	Street furniture accurately plotted on drawings with clearances to site fences		<input type="checkbox"/>	<input type="checkbox"/>
SECTIONS & ELEVATIONS	Hoarding heights to the underside of the deck and bracing for Type B hoardings			<input type="checkbox"/>
	Clear footway width dimensions and the location of the site fence including showing the proposed encroachment onto the footway.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Detailed written justification for any site fence encroachment on the footway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUBLIC LIABILITY	Copy of public liability insurance policy held in the name of the Applicant (\$20 million minimum value)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ARTWORK/ GRAPHICS	Location of artwork or graphics proposed or required to be installed on the temporary structure (mandatory for Type A closed and Type B in commercial Zones, refer to <i>Hoardings Policy and Procedures</i> )		0	0
LIGHTING	Lighting system for Type B hoardings			<input type="checkbox"/>
DURATION	Details setting out the length of time that the hoarding will be installed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 12. Appendix 2 – Example of Hoarding Types

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### Type A (Open) Hoarding



Example 1: **Acceptable** in  
Residential Zones only



Example 2: **Not Acceptable** in  
Commercial Zones



Example 3: **Not Acceptable**  
in Commercial Zones



Example 4: **Not Acceptable** in  
Commercial Zones

Revised Hoarding Policy

Type A (Closed) Hoarding



Example 5: Painted - **Acceptable** in Commercial Zones



Example 6: Painted - **Acceptable** in Commercial Zones



Example 7: Graphic display – Acceptable in all zones; Mandatory in Commercial Zones



Example 8: Graphic display – Acceptable in all zones; Mandatory in Commercial Zones



Example 9: Graphic Display – **Acceptable** in all zones; **Mandatory** in Commercial Zones



Example 10: Graphic Display – **Acceptable** in all zones; **Mandatory** in Commercial Zones



Revised Hoarding Policy

Type B Hoarding



Example 11: Gantry Style – **Acceptable**  
in all zones



Example 12: Extended fascia to screen  
overhead sheds – **Acceptable**



Example 13: Gantry Style – **Acceptable**  
in all zones



Example 14: Underside of hoarding must  
be painted white



Example 15: Scaffolding Style – **Not**  
**Acceptable** in any zones



Example 16: Scaffolding Style – **Not**  
**Acceptable** in any zones



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## REVISED – DRAFT PUBLIC ART POLICY

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**Revised Public Art Policy**

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**1. Introduction**

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Burwood Council recognises that public art can enhance, beautify and activate public spaces, contribute to the local area economy and create a stronger sense of cultural identity, connectedness and liveability throughout the Burwood LGA. This enables the community to celebrate Burwood's cultural diversity, including opportunities to recognise the Traditional Custodians of the land, the Wangal People.

Through Council's strategic planning and community engagement processes, the Burwood community has expressed a desire for public spaces that are attractive and create a sense of local identity. In response to this need, the Community Strategic Plan - *Burwood2030*, includes a goal to promote opportunities for public art and culture. The Public Art Policy (the Policy) supports the delivery of this goal.

**2. Purpose**

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The Policy provides a framework for the planning, delivery and management of public art in the Burwood LGA. It also supports the increased provision of public art for the benefit of the community and encourages awareness and recognition of Burwood's local creative and cultural identities.

The Policy outlines the rationale for public art, the types of public art to be installed and provides criteria to be utilised in the planning and implementation of public artworks, including community consultation requirements. The Policy also prescribes overarching curatorial themes to guide public art projects in the Burwood LGA as well as public art requirements for private developments and Council's own Capital Works Program.

**3. Scope**

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The Policy will be implemented in relation to all public art projects within the Burwood LGA and will be monitored by Council's Community Development Team in collaboration with other Council departments.

**4. Definitions**

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**Public Art**

A creative work which is visible in the public domain, either temporary or long term. Examples of public art include murals, sculptures, sound scapes, installations, lighting, multimedia works and performances. Public art can exist on public or private property.

**Placemaking**

An active approach to designing public and private spaces through art, landscaping and infrastructure that seeks to transform, capitalise on and improve existing natural and urban environments. This creates a space that facilitates interaction within the community and helps people to establish a connection to their surroundings through a sense of ownership, community connection, comfort, security and enjoyment.

**Public Art Consultation Group (PACG)**

An external panel of arts and cultural industry experts who can provide feedback to Council, when required, in relation to public art design and artist selection.

**Public Art Reference Group (PARG)**

An internal working group of Burwood Council staff appointed from relevant departments who are able to provide expert advice in relation to logistical and technical aspects of public art projects.

## Revised Public Art Policy

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### **Permanent Artwork**

Artwork intended to last for five years or longer from the date of installation.

### **Temporary Artwork**

Artwork intended to last up to five years from the date of installation.

### **Ephemera**

Temporary artworks that can include installations, exhibitions or performance art.

## **5. Policy Statement**

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Burwood Council supports the provision of public art across the Burwood Local Government Area (LGA). Council recognises that public art can increase the liveability of a space through aesthetic improvement, increased community connection and improved community safety, which in turn can activate local economies and revitalise areas. Public art projects within the Burwood LGA aim to 'placemake' locations and spaces to connect people to places and foster a sense of cultural identity within the community.

## **6. Assessment Criteria**

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Prior to the commencement of a public art opportunity or project, Council Officers will assess and document proposed projects against the following assessment criteria:

- The aims and desired outcome of the proposed public art project
- Suitability of the preferred location for public art
- Present value and potential value appreciation over time
- Identification of a funding source (either through Council or external funding or both)
- The nature of stakeholder and community consultation to be undertaken
- The outcome of community consultation
- Consideration of any relevant plans in place for the earmarked location
- Links to the Burwood LGA curatorial themes (see Section 7).

The information generated from the above assessment will form a project recommendation to the General Manager for approval.

Once a project is approved and an artist selected, all artworks must meet the following criteria prior to installation:

- Be created by a professional and reputable artist
- Demonstrably meet the project aims and outcomes
- Demonstrate a clear connection to one or more of the Burwood LGA curatorial themes and project place or location
- Be of the highest quality and demonstrate a best practice approach to the planning, implementation and delivery of public art
- Be of safe and sound design
- Demonstrate innovation through design
- Be an original design which does not infringe on the copyright of any third party
- Have clear and demonstrable provenance
- Be made of materials which will ensure it lasts for the full duration specified by Council
- Able to be fabricated and installed within the allocated budget.

## **7. Burwood LGA Curatorial Themes**

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Three curatorial themes have been established to guide public art projects in the Burwood LGA and bring a sense of unity to Council's overall Public Art Program. They include:

**Revised Public Art Policy**

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***Past***

- Exploration of the history and ongoing culture of the Traditional Custodians of the Land, the Wangal People of the Eora Nation
- Exploration of the history and changing demographics of communities in the Burwood LGA
- Exploration of the history of traditional businesses and uses of areas
- Exploration of the history of significant landmarks, developments or stories in Burwood's past.

***Present***

- Bringing to the forefront the recognition of the living culture and stories of the Wangal People of the Eora Nation
- Reflecting the diverse demographics of the Burwood LGA
- Reflecting current economies, trade and businesses
- Reflecting the landscape, current uses of the location and communities that engage with the selected public art site.

***Future***

- Acknowledging the ongoing presence and importance of Aboriginal culture
- Supporting a vision for a diverse, creative and cohesive community through projects that are inclusive of the Burwood community
- Creating a unified view of the future in relation to community harmony, growing economies, changing landscapes and evolving urban environments.

**8. Funding**

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Public art projects will generally be funded through one or more of the following means:

- Burwood Council operational and capital works budgets
- External grant funding
- Donations
- Sponsorship
- Partnerships with business or local property owners.

**9. Community Consultation Criteria and Procedures**

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The nature of community consultation required is dependent on the level of impact of the public art project on the community.

A project will be considered of lower level impact if it meets the following criteria:

- Situated in a location where a strategic plan has already been adopted
- Will be a temporary artwork
- Will be a small to medium size installation
- Includes a relatively small number of stakeholders
- Has a total project value of less than \$25,000.

For projects of lower impact, community consultation will be considered on a case by case basis.

A project will be considered of higher level impact if it meets the following criteria:

**Revised Public Art Policy**

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- Situated in a highly prominent location with multiple key stakeholders
- Intended to be a permanent artwork
- Will be a large size installation
- Has a total project value of more than \$25,000.

For projects of higher impact, community consultation will be undertaken via multiple community engagement methods, including but not limited to:

- Information uploaded to the Burwood Council Website
- Direct contact/meetings with key stakeholders
- Open community information sessions or consultation stalls
- Community surveys
- Workshops or other co-design methods.

Consultation will occur during the design phase and prior to the installation of public art projects.

**10. Use of the Public Art Reference Group (PARG)**

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The PARG will be led by Community Life and convened as required to provide logistical and technical support and advice for projects prior to and during installation to ensure a fully informed and collaborative cross-Council approach.

**11. Use of the Public Art Consultation Group (PACG)**

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The PACG will be led by Community Life and established on a needs basis to provide advice regarding project type, artist selection and concept design, particularly for higher impact public art projects. Any PACG recommendations will be submitted to the General Manager for consideration.

**12. Public Art in Private Developments**

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Any development located within the Burwood Town Centre, the local centres of Croydon, Croydon Park, Enfield or Strathfield or along the Parramatta Road Corridor having a Capital Investment Value of \$10 million or more is required to provide public art within its publicly-accessible spaces or spaces visible from the public domain (e.g. building facades, forecourts, common areas in the front setback and integrated art upon walls). Any development outside these areas with a Capital Investment Value of \$20 million or more is required to include public art within its publicly-accessible spaces or spaces visible from the public domain.

The above such developments must implement public art, with a minimum of 1% of the total value of the development to be designated to the public art budget.

Council requires developments that fall into these categories to submit a Public Art Plan (PAP) for approval. The plan must confirm the following as a minimum:

- Information about the artist and the proposed artwork/s, such as the form, dimensions and materials
- Public art concept/s and a statement explaining the rationale behind the artwork and how it will relate to the proposed development
- Value of the artworks to be installed
- Placement of the artworks within the site
- Timing for installation
- Ongoing management requirements



**Revised Public Art Policy**

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- A commitment to the ongoing maintenance of the works in the public sphere.

PAPs will be assessed by Council officers and approved in writing.

Council acknowledges that commissioning public artworks may not be suitable in every development and in these situations private developers are encouraged to discuss their proposal at an early stage, prior to lodging a Development Application. Where the integration of public art in new developments can be clearly demonstrated as unviable, alternative mechanisms may be explored in limited instances for the delivery of public art projects, such as via Voluntary Planning Agreement (VPA) processes.

**13. Public Art in Council's Capital Works Program**

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When developing its Capital Works Program, Council will seek to integrate public art elements, where feasible, into the scope of works and budget for open space, building and civil works projects. For Capital Works Projects over \$1 million, a minimum of 1% of the total cost of the project should be allocated for public art where feasible.

**14. Review**

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This policy will be reviewed at least every four years.

**15. Contact**

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Group Manager Community, Library & Aquatic Services on 9911 9911.

## **(ITEM 42/21) ESTABLISHMENT OF NEW SUPPLIER PANEL - CODE OF CONDUCT REVIEWERS**

File No: 21/15007

REPORT BY CONSULTANT GOVERNANCE SPECIALIST

### **Summary**

Council is obliged to under Section 3.11 of the *Burwood Council Procedures for the Administration of the Code of Conduct* to establish a new panel of conduct reviewers. The Council last established a panel of reviewers on 26 March 2019 based on the SSROC panel of pre-qualified suppliers of review services. SSROC has recently established a new panel of preferred suppliers thereby triggering the need for Council to refresh its panel arrangements.

### **Operational Plan Objective**

2.1.3 ensure transparency and accountability in decision making

### **Background**

In March 2019, Council entered into an arrangement with SSROC to draw on its panel of pre-qualified code of conduct reviewers. At that time, the SSROC panel was midway through its four year term that was due to expire on 16 June 2021. Council is now obliged to adopt a fresh Panel to meet statutory requirements for identification and use of code of conduct reviewers.

Council has been a strong supporter of SSROC initiatives and has worked actively with SSROC and representatives of other SSROC member councils to establish a new shared panel of code of conduct reviewers to satisfy ongoing statutory requirements. Details of the new SSROC Panel commencing on 17 June 2021 were confirmed by SSROC on 31 May 2021.

SSROC set itself a very tight time frame for completion of Panel remaking work. Its officers appreciated that some member councils were likely to have insufficient time to consider details of the new Panel arrangements before general expiry of the previous Panel arrangements on 16 June 2021. Accordingly, contingent arrangements have been put in place for Burwood Council to extend Panel coverage for one month for three suppliers that it has used under the previous Panel arrangement. Those three suppliers have been commended under the new SSROC Panel.

### **Discussion**

Council is obliged under Part 3 of the *Burwood Council Procedures for the Administration of the Code of Conduct* - based on the prevailing model procedures issued by the NSW Office of Local Government - to establish a panel of conduct reviewers. Such a panel is to have a term of up to four years and a new panel must subsequently be established in accordance with the various requirements under the Procedures. Council may independently form its own panel or enter into an arrangement with one or more other councils through a regional body associated with the council to share a panel of conduct reviewers.

With the exception of Georges River Council, all SSROC member councils have been making use of the SSROC Panel that expired on 16 June 2021. They expressed interest in making use of the new shared panel arrangement for code of conduct reviewers and have supported the process for its creation accordingly. Georges River continues to use a panel that it independently formed but has indicated that it will review its position on making use of the new SSROC panel before their current local arrangements expire in 2023. Consequently, ten of the eleven SSROC member councils expected to formally adopt the new *Code of Conduct Auditors Panel* (as it is now termed) from 17 June 2021 are:

1. Bayside Council
2. **Burwood Council**
3. City of Canterbury Bankstown
4. City of Canada Bay
5. City of Sydney
6. Inner West Council
7. Randwick City Council
8. Sutherland Shire Council
9. Waverley Council
10. Woollahra Municipal Council

The SSROC Panel term is for two years with an option to extend for a further two years, subject to satisfactory feedback from SSROC member councils on supplier performance. The overall four year time frame for the life of the Panel is consistent with statutory requirements for councils to appoint code of conduct reviewer panels for terms of no more than four years.

SSROC ran an EOI (expression of interest) process consistent with procurement requirements under the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* to establish the Panel of pre-qualified suppliers.

Feedback on specification requirements was canvassed from all participating councils and resulted in the following selection criteria and weightings.

Selection Criteria	
Mandatory Criteria	Yes/ No
Conformity with Tender submission requirements (Returnable Schedules completed in appropriate manner)	Y/N
Financial and commercial trading integrity including required insurances as per the contract	Y/N
Meet the eligibility requirements to provide code of conduct review and relevant consultancy services as per the specifications.	Y/N
Demonstrated capacity to fulfil the Work Health & Safety requirements	Y/N
Adherence to procurement guidelines	Y/N
Qualitative Evaluation Criteria	Weightings
Demonstrated knowledge, expertise and experience in the following: <ul style="list-style-type: none"> <li>• Investigating complaints made under the NSW Local Government Model Code of Conduct.</li> <li>• Investigative processes including, but not limited to, procedural fairness requirements and the requirements of the Public Interest Disclosures Act 1994 NSW) or other equivalent State or Commonwealth legislation.</li> <li>• Law and/or Public administration and/or Public sector ethics and/or Alternative dispute resolution</li> </ul>	40
Ability to understand and meet any changes in legislation or direction by the Office of Local Government.	5
Ability to deal with a wide socio-economic range of contacts as well as culturally diverse people and subjects	5

<b>Selection Criteria</b>	
Resources, capacity and capability to be responsive and provide timely and effective services including reporting requirements	<b>20</b>
<b>Price</b>	
Tendered price and rates	<b>30</b>
<b>Total</b>	<b>100</b>

Aside from exclusions to eligibility outlined in the Model Procedures, the core eligibility requirements referenced in the selection criteria were:

- Demonstrated knowledge and experience of Local Government
- Experience in investigating complaints made under the NSW Local Government Model Code of Conduct.
- A sound working knowledge, expertise and experience in investigative processes including, but not limited to, procedural fairness requirements and the requirements of the Public Interest Disclosures Act 1994 (NSW) or other equivalent State or Commonwealth legislation.
- Ability to understand and meet any changes in legislation or direction by the Office of Local Government.
- Ability to deal with a wide socio-economic range of contacts as well as culturally diverse people and subjects.
- Knowledge and experience of one or more of the following;
  - a) Law
  - b) Public administration
  - c) Public sector ethics, or
  - d) Alternative dispute resolution
- Resources, capacity and capability to be responsive and provide timely and effective services including reporting requirements

The supplier evaluation panel comprised the following representatives:

- Brad McPherson – Manager Governance - City of Canterbury Bankstown
- Helen Tola – Manager Governance and Council Support - Woollahra Municipal Council
- Tanya Whitmarsh – Consultant Governance Specialist - Burwood Council
- Cathy Dizon – Strategic Procurement and Contracts Manager - SSROC
- Mala Manisegaran – Strategic Procurement Project Officer - SSROC (facilitator)

EOI submissions were lodged by the following 18 suppliers:

1. A Human Agency Ptd Ltd
2. Anti Corruption Consultants Australia Pty Ltd (ACCA)
3. Williams Love & Nicol Lawyers Ply Ltd as Trustee for the WLTB Unit Trust t/a Bradley Allen Love Lawyers (BAL Lawyers)
4. Centium Pty Ltd
5. Core Integrity Pty Ltd
6. CT Management Group Pty Ltd
7. Harmers Workplace Lawyers
8. Nemesis Consultancy Group t/a National Workplace Investigations
9. O'Connor Marsden and Associates Pty Ltd (OCM)
10. On Track Investigations Pty Ltd
11. Pendlebury Workplace Law
12. Procure Group Pty Ltd
13. SINC Solutions Pty Ltd
14. Roan Holdings Pty Ltd ATF The Trustee Roan Trust t/a Strategic Risk Solutions

15. SureFact Australia Pty Ltd
16. Train Reaction Pty Ltd
17. Pack Investigations Pty Ltd as TheTrustee for Weir Trading Trust t/a Weir Consulting (National)
18. Omedia Pty Ltd t/a Workdynamic Australia

The general standard of submissions from the field of supplier candidates was of good to very good quality. It yielded the following preferred suppliers which SSROC is now commending to member councils for adoption as their panel of code of conduct reviewers:

1. **Centium Pty Ltd**
2. **CT Management** Group Pty Ltd
3. Nemesis Consultancy Group t/a **National Workplace Investigations**
4. **O'Connor Marsden and Associates** Pty Ltd (OCM)
5. **On Track Investigations** Pty Ltd
6. **Procure Group** Pty Ltd
7. **SINC Solutions** Pty Ltd
8. **Train Reaction** Pty Ltd
9. Pack Investigations Pty Ltd as TheTrustee for Weir Trading Trust t/a **Weir Consulting** (National)

### **Planning or Policy Implications**

Council has a statutory obligation under Section 440 of the *Local Government Act 1993* to observe mandatory provisions of the *Model Code of Conduct for Local Councils* and the *Procedures for Administration of the Model Code of Conduct for Local Councils in NSW*. Part 3 of the *Burwood Council Procedures for the Administration of the Code of Conduct* reflect mandatory provisions in relation to the establishment and maintenance of a panel of approved Code of Conduct reviewers.

Council has actively supported SSROC sponsorship of a pre-qualification scheme for Code of Conduct reviewers ever since the mandatory provisions under the *Model Procedures for the Administration of the Code of Conduct for Local Councils in NSW* for this were established. It has routinely availed itself of suppliers under previous pre-qualification arrangements and found them to be satisfactory overall. On this basis, there is merit in Council continuing to embrace recommended suppliers identified under the SSROC Panel that became effective on 17 June 2021.

Council retains the right to vary its "Code of Conduct Panel" arrangements at any time. This includes the right to replace or supplement existing Panel arrangements with alternative suppliers. However it is important to note that when SSROC establishes new pre-qualification panels it goes to the market in the expectation that all member councils will avail themselves of preferred suppliers under the panels whenever they have indicated an interest in the development of them.

### **Financial Implications**

There are no direct financial implications associated with the recommendations in this report. SSROC has sought to secure a balance of good value for money against critical performance dimensions specified by / for SSROC member councils who show an interest in making use of the SSROC Code of Conduct Auditors Panel. The costs of investigations under the *Burwood Council Code of Conduct* are already accounted for under the cost centre established for this purpose.



## **Conclusion**

Council has the option to terminate or change its arrangements for its locally adopted panel of Code of Conduct reviewers. Arrangements to embrace the SSROC Panel of pre-qualified suppliers have served Council well to date, and there is no compelling reason at this time not to continue with the refreshed SSROC Panel. Council must ensure that it complies with the statutory requirement to establish a panel of Code of Conduct reviewers and maintain coverage under a current panel at all times.

## ***Recommendation(s)***

1. That Council notes the contingent arrangement for Burwood Council by SSROC to extend, by one month, preferred supplier certification status for suppliers that Burwood has used under the SSROC Panel arrangements originally expiring on 16 June 2021.
2. That Council receives and notes the recommendations from SSROC for the appointment of the Panel of Code of Conduct Auditors commencing in 17 June 2021.
3. That Council establish a new panel of preferred suppliers of Code of Conduct reviewers in line with the SSROC pre-qualification scheme of nine preferred suppliers listed below for a period of four years from 17 June 2021:
  - **Centium** Pty Ltd
  - **CT Management** Group Pty Ltd
  - Nemesis Consultancy Group t/a **National Workplace Investigations**
  - **O'Connor Marsden and Associates** Pty Ltd (OCM)
  - **On Track Investigations** Pty Ltd
  - **Procure Group** Pty Ltd
  - **SINC Solutions** Pty Ltd
  - **Train Reaction** Pty Ltd
  - Pack Investigations Pty Ltd as TheTrustee for Weir Trading Trust t/a **Weir Consulting** (National)

## **Attachments**

There are no attachments for this report.

## **(ITEM 43/21) NEW IMPRESSIONS BURWOOD MOON FESTIVAL SPONSORSHIP PROPOSAL**

File No: 21/26292

REPORT BY GROUP MANAGER CORPORATE PLANNING & COMMUNICATIONS

### **Summary**

Council received a proposal from New Impressions Pty Ltd, a national Asian marketing company and media platform to host the Burwood Moon Festival 2021 in Burwood Park on Sunday 19 September, as part of the planned Burwood Spring Event Program. This followed the 2020 and 2021 Lunar New Year negotiations with New Impressions and the subsequent cancellation of both of these events due to COVID.

New Impressions is seeking a contribution from Council to fund costs for hire of the Burwood Park Pavilion, Burwood Park Community Centre, audiovisual equipment and technician, garbage removal service on event day (staff, truck and related charges), park hire fees and other equipment-related fees.

The proposal is now submitted to Council for review and endorsement.

### **Operational Plan Objective**

1.4.3 Coordinate, facilitate and support inclusive cultural events and initiatives to celebrate community, diversity and cultural heritage

1.4.3.2 Seek to support events and activities within the area that celebrate diversity

1.4.3.2.1 Provide support or sponsorship to cultural events and activities within the community

### **Background**

Burwood Council partnered with New Impressions Pty Ltd, a national Asian marketing company and media platform, to plan the 2021 Burwood Lunar New Year. This event was cancelled due to COVID. Following this Council received a request from New Impressions to conduct the Burwood Moon Festival 2021 in Burwood Park on Sunday 19 September.

The Burwood Moon Festival is an event that caters for the broad Asian community in Sydney and is open to the general community. It has a youth and young family focus attracting attendees from not only Burwood but surrounding LGAs. In addition to being a significant community festival this year's Burwood Moon Festival will be the first event in the newly planned event program, 'Burwood Spring', which is an expansion of Burwood Festival. New Impressions have agreed to connect the Burwood Moon Festival to Council's Burwood Spring program, utilise the Burwood Spring branding in their marketing collateral and PR activity and align the date to suit the launch of the event program which will run for a month, culminating with Burwood Festival. Having the Burwood Moon Festival as the opening event will provide Council with two 'bookend' major events for the Burwood Spring program.

To conduct the Burwood Moon Festival New Impressions have requested Burwood Park as the event venue, due to the large Asian population present in the LGA and surrounding catchment area and identify Burwood as a destination for other Asian communities within Sydney. They are also seeking a contribution from Council to fund costs for hire of the Burwood Park Pavilion, Burwood Park Community Centre, supply and operate audio visual equipment, oversee garbage removal service on event day (staff, truck and related charges), park hire fees and other equipment-related fees.

This requested contribution, including cash and in-kind components, has been estimated at a cost of \$17,050. New Impressions has included in their proposal a total of \$55,700 in media exposure for the Burwood Moon Festival and Burwood Council.

New Impressions has previously gained Event Sponsorship from Council with cash and in-kind support. Most recently in 2019 Council agreed to provide a partial cash and in-kind contribution of \$5,000 and requested the organiser cover the remaining charges.

### **Proposal**

That Council consider the request for contribution presented by New Impressions and decide on a preferred option to support the initiative.

### **Consultation**

Advice was sought from Burwood Council's Events Coordinator, Community Facilities Officer, Parks Manager and Parks Team to ascertain the community, financial and park impacts of the proposed event. New Impressions have previously demonstrated in 2019 to the Events and Parks teams that they have the professionalism and experience to manage such an event.

### **Planning or Policy Implications**

Through its program of community events, Burwood Council encourages the celebration of multicultural diversity, as outlined in the Burwood Council Delivery Program 2018-2022.

### **Financial Implications**

Through its program of community events, Burwood Council encourages the celebration of multicultural diversity, as outlined in the Burwood Council Delivery Program 2018-2022.

#### **Funding component**

AV Equipment and Technician	\$4,500.00
Staff costs (3 ground staff)	\$3,500.00
Council Health Inspector (2 hours)	\$250.00
Garbage truck and removal charges	\$2,500.00
<b>Total</b>	<b>\$10,750.00</b>

#### **Fees**

Tier 4 Event Fee	\$5,000.00
Burwood Park Community Centre hire for 1 day	\$1,000.00
Banner site & installation fee for fortnight	\$300.00
<b>Total</b>	<b>\$6,300.00</b>

Please note: Council has a budget allocation of \$10,000.00 from the 2021-2022 Financial Year Events Budget for such a request.

#### **Bonds**

The organisers will need to pay the following bonds to use Burwood Park for their event. The bonds are refundable on the condition that the park is left in a satisfactory state.

Tier4 Outdoor Event bond	\$5,000.00
Burwood Park Pavilion bond	\$500.00
Burwood Park Community Centre bond	\$500.00
<b>Total</b>	<b>\$6,000.00</b>

As part of the support agreement for the event, New Impressions will provide the following:

- Acknowledge Burwood Council as the event partner and display the Burwood Council logo in all promotional materials and media coverage
- Acknowledge that the event is part of Burwood Spring and display the Burwood Spring logo in all promotional materials and media coverage.
- Include Burwood Council's logo in all event signage and banners at the Event on Saturday 19 September 2021
- Provide a space for a Council promotional stall at the event
- Cover the cost of bonds associated with the hire of Burwood Park, the Burwood Park Pavilion, and the Burwood Park Community Centre for the event, totalling \$6,000.00. This bond amount will be returned after the Event, provided all related facilities are left in a satisfactory condition.
- Be responsible for ensuring the event is COVID safe and the COVID Safe Plan is implemented as agreed.
- Agree to monitor the COVID situation and adjust the format, timing or layout of the event as needed to ensure compliance with COVID restrictions.
- Work together with Burwood Council to develop event opportunities to promote local businesses and benefit the Burwood local community.
- Provide Council with a set of high resolution images from the event.
- Invite the Mayor of Burwood to open the Event in Burwood Park on Sunday 19 September 2021 and deliver an address.
- Provide Banner Ads for 14 days via Australia Impression APP recommended page, from 5th Sep 2021 to 19th Sep 2021, promoting the Moon Festival @ Burwood. **Value \$1,800**
- Provide Top Banner Ads for 14 days via Second Article of Sydney Impression WeChat Official Account (from 5th Sep 2021 to 19th Sep 2021) promoting the Moon Festival @ Burwood. **Value \$1,600**
- Provide Top Banner Ads for 7 days via Australia Impression APP News In-Article (from 12th Sep 2021 to 19th Sep 2021), promoting the Burwood Moon Festival. **Value \$3500**
- Provide Splash Ads for 2 days via Australia Impression APP, promoting the Moon Festival @ Burwood. Value \$5,600.00. Provide Pop-up Ads for 5 days via Australia Impression APP, promoting the Burwood Moon Festival. **Value \$9,000**
- Provide 1 x headline article via Sydney Impression WeChat Official Account on selected date (13th Sep 2021) to promote Burwood Moon Festival. The article will be written by New Impressions Media. **Value \$7,000**
- Provide 2 x second article via Sydney Impression WeChat Official Account on selected date (25th Aug and 6th Sep 2021) to promote the Burwood Moon Festival. **Value \$7,000**
- Provide 2 x articles pushed via Australia Impression APP on selected dates (7th Sep 2021 and 16th Sep 2021) to recruit residents join Burwood Moon Festival carnival. **Value \$5,000**
- Provide 4 x fifth articles on selected dates (weekly; 21st Aug 2021, 28th Aug 2021, 4th Sep 2021 and 11th Sep 2021) to promote Burwood and Burwood Council. **Value \$5,200**
- Provide 2 x recommended page top articles on selected dates (weekly; 22nd Aug 2021, 29th Aug 2021, 5th Sep 2021 and 12th Sep 2021) to promote Burwood suburb and Burwood Council. Articles will be used as media release. **Value \$1,000**
- Produce 1 interview with the Mayor, the video to be produced and published via Sydney Impression WeChat Official Channel and Australia impression. **Value \$3,000**
- Produce 1 x short file (5mins) of Burwood Moon Festival and promote the video on the Australia Impression APP on selected date (date after the event, 20th or 21st Sep 2021) **Value \$2,000**
- Provide live streaming service for the Burwood Moon Festival 2021. **Value \$2,000**
- Publish and promote 4 x Burwood Promotion videos on Sydney Impressions WeChat Official Channel. **Value \$2,000.00**

**Total value of New Impressions marketing \$55,700.**

**Options**

Council could opt to:

1. Agree to a partial cash and in-kind contribution of up to \$10,000.00 based on Council's budget allocation and request the organisers to cover the remaining charges.
2. Support the proposed event by providing cash and in-kind contributions valued at \$17,050 calculated as per the Funding Component and Fees listed above, and identify funding sources to cover the additional \$7,050.00.
3. Refuse the proposal for support.

**Conclusion**

The proposal from New Impressions to conduct the Burwood Moon Festival, as part of Burwood Spring, aims to engage the main Asian demographic group of Burwood and surrounding suburbs, as well as with the broader community, through an open cultural community event. This event would form the opening Event for Council's Burwood Spring event program.

***Recommendation(s)***

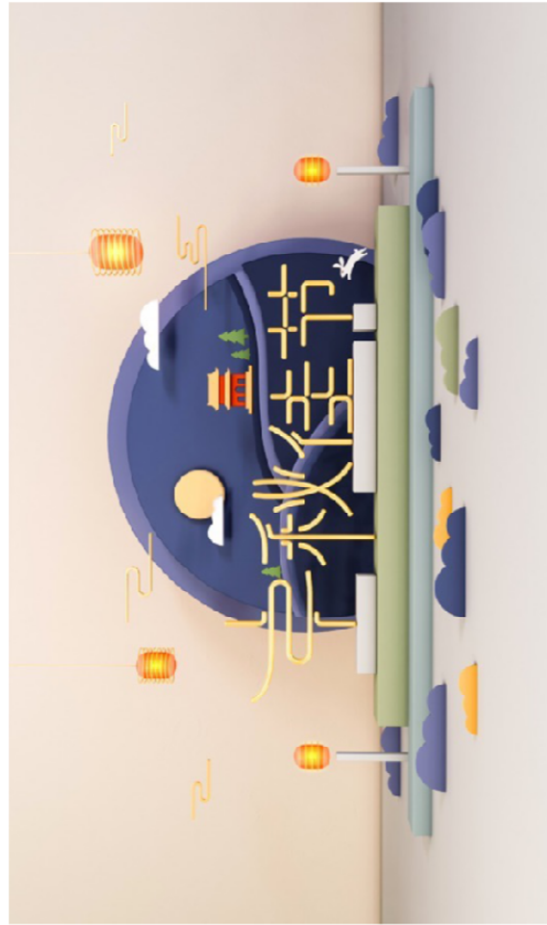
That Council approve a partial cash and in-kind contribution of up to \$10,000.00 based on Council's allocated budget in support of the partnership of the New Impressions Burwood Moon Festival on 19 September 2021.

**Attachments**

- 1 Proposal of Burwood Moon Festival 2021



# Burwood Moon Festival 2021 Event Proposal



New Impressions Media



## Burwood Moon Festival 2021

Mid-Autumn, also known as Moon Festival represents Family, Harmony and Reunion in Asian culture, which are the key ingredients that bind us together for thousands of years.

New Impressions Media will adhere to the traditional values of "family", "kinship", "reunion" and "harmony" by working together with Burwood Council to organize the Mid-Autumn Festival at Burwood Park.

🧧 Date & Time: 10am - 5pm 19/09/2021

🧧 Venue: Burwood Park, 2 Comer St. Burwood NSW

🧧 Expected participations: 10,000/ one day (estimated)


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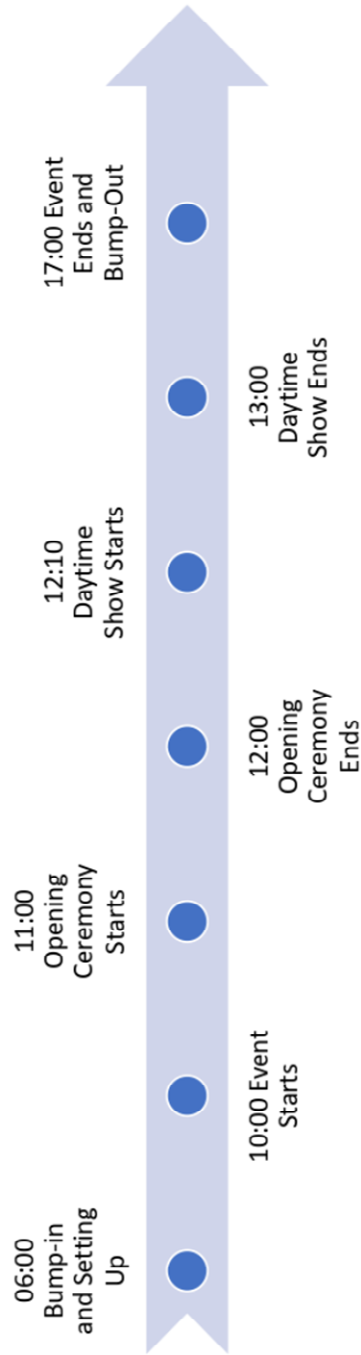


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 Date & Time: 10am-5pm 19/09/2021

 Venue: Burwood Park, 2 Comer St. Burwood NSW





### Get to Know Asian Culture and Community

The Moon Festival is the most important festivals not only in China but also in East Asia & South East Asia including Korea, Malaysia, Singapore, Vietnam etc.

At the Burwood Moon Festival, we welcome all residents with different cultural backgrounds to join. No matter who you are and where you originally come from, here you can embrace the festive culture and value with your family, friends and neighbors.



### Moon Festival atmosphere in the Park

- Moon Festival decoration set at the front of the park for photos to highlight and share the event theme;
- Diverse decorations and activities from different cultural backgrounds which would contribute to the enrichment the festival atmosphere.



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# Burwood Moon Festival 2021 Opening Ceremony and Daytime Show



## Burwood Mayor Speech

2020 hasn't been easy for the most of us. During the opening ceremony, it is great chance for the Mayor to take this opportunity to address his caring speech to the Burwood residents.



## Various Performance

At the ceremony and daytime show, we will provide a variety of performances to both educate and entertain the audiences about the traditions for the Mid-Autumn Festival.



## Realtime Streaming(optional)

The ceremony and daytime show could be broadcasted live on YouTube and other platforms such as Australian Impressions to gain further exposure and broader audience.



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## Moon Festival Activities Highlights



### Enjoy the various activities on site

Provide an opportunity for kids and families to experience the genuine Moon Festival atmosphere through various on-site activities.



### Enhanced Festival Atmosphere

The site's decoration consists of various multi-cultural features.

People with different cultural backgrounds will find their own sense of belonging as well as exploring other exotic custom.



### Amusement Park

To attract more kids and families to the event, we set up an amusement park in the venue with variety of rides for kids to enjoy, such as Giant Slide, Mini Pirate Ship and Swing chairs.

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## Burwood Moon Festival 2021 Stalls Highlight



### Various Stalls

Merchandise stalls will also be setup at the festival. Most of them providing various types of services to the local residents, some of these services include technology, nourishment, property, financial services and so on.



### Food Paradise

The Food stalls in the event will consist of a variety of different cuisines to ensure a pleasant experience for everyone.

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This partnership between Burwood Council and New Impressions media aims to promote cultural exchange and to celebrate the wonderful multicultural composition of the Burwood Community.

We propose the guideline in the next two slides to clarify the investment and support from both parties to execute the event.





## Partnership with Burwood Council

### NEW IMPRESSIONS MEDIA WILL:

- Be responsible for securing funding, event management staff, COVID marshals, sponsorship, activity booking, stage performances and stallholders for the event.
- Complete all necessary event documentation including an event management plan, risk management plan, COVID Safety Plan, Site Plan, Crisis Management Plan, Emergency Access Plan and provide copies to Council no later than 1 week prior to the event.
- Acknowledge Council as the host of the event and display the Council logo and/or Council WeChat QR code in all pre-event promotional materials and media coverage.
- Include Council logo and/or Council WeChat QR code on all event-day promotional signage and banners.
- Provide a stall for Council in a prominent position at the event.
- Ensure all Burwood Park facilities and grounds are left in a satisfactory condition post event.
- Ensure all stallholders adhere to local, state, and federal regulations and provide all necessary documents including the Food Safety Supervisor certificate (food stallholders only), Risk Assessment and Public Liability of \$20M current on the day of the event.
- Ensure all stallholders, activity providers and contractors have a COVID Safe Plan and a copy of which readily available on request.
- Provide Council with a full list of event day contacts.
- Be responsible for ensuring the event is COVID safe and the COVID Safe Plan is implemented as agreed.
- Agree to monitor the COVID situation and adjust the format, timing or layout of the event as needed to ensure compliance with COVID restrictions.
- Complete the Temporary Food Event Notification with the detailed list of stallholders including a site-map layout of stallholders' location for Council's Health Inspector at least 2 weeks prior to the event.
- Work together with Burwood Council to develop event opportunities to promote local businesses and benefit the Burwood local community.
- Maintain continuous contact with Burwood Council's Event Coordinator providing weekly updates and notice of any changes to the event format, layout and timings.
- Provide Council with a set of high res images from the event.

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#### BURWOOD COUNCIL WILL:

- Provide a funding and in-kind contribution to the event of \$10,000.00.
- Provide the following facilities, venues, and services to the event: Burwood Park, Pavilion Stage, Community Centre, ground staff, garbage disposal, portable toilets, and Council's Health Inspector at the event as well as logistical support from Council's Events Coordinator.
- Provide necessary assistance to operate the AV equipment of the Pavilion Stage.
- Provide appropriate resources and certified first aid
- Assist in the provision for security guards for the event.
- Liaise and inform the Burwood Police Area Command of the event.
- Provide Guidelines and Risk Assessment template for stallholders and activity providers to complete and return as part of stallholder requirement.
- Print and distribute event notification letters to residents and business owners within the Burwood Local Government Area (LGA).
- Promote the event on its display screens at Burwood Council Chambers and Railway Square TV screens; on Council's social media platforms including Instagram, Facebook, and WeChat; as well as a print advertisement.
- Work together with New Impressions to develop event opportunities to promote local businesses and benefit the Burwood local community.





New Impressions Media(NIM) has prepared a media plan, which aims to gain maximum exposure for the event and the host of the event, Burwood Council. The plan includes plenty of media resources offered by NIM.

The total value of the media plan is up to \$55,700.00.

## Proposal of Burwood Moon Festival 2021

Platform	Service	Unit Price	Value
Banner Ads	1. Provide Banner Ads for 14 days via Australia Impression APP recommended page, from 5 <sup>th</sup> Sep 2021 to 19 <sup>th</sup> Sep 2021, promoting the Moon Festival Events @ Burwood. The size for this banner is 690*504 and 690*148, provided by Burwood Council.	\$900/Week	\$1,800.00
	2. Provide Top Banner Ads for 14 days via Second Article of Sydney Impression WeChat Official Account (from 5 <sup>th</sup> Sep 2021 to 19 <sup>th</sup> Sep 2021) promoting the Moon Festival Events @ Burwood. The size for this banner is 1280*590, provided by Burwood Council.	\$800/week	\$1,600.00
	3. Provide Top Banner Ads for 7 days via Australia Impression APP News In-Article (from 12 <sup>th</sup> Sep 2021 to 19 <sup>th</sup> Sep 2021), promoting the Moon Festival Events @ Burwood. The size for this banner is 690*148, provided by Burwood Council.	\$500/day Sub-total	\$3,500.00 \$6,900.00
Bounce Ads	1. Provide Splash Ads for 2 days via Australia Impression APP, promoting the Moon Festival Events @ Burwood, The size for this banner is 1242*2249, provided by Burwood Council	\$2800/day	\$5,600.00
	2. Provide Pop-up Ads for 5 days via Australia Impression APP, promoting the Moon Festival Events @ Burwood, The size for this banner is 1242*2249, provided by Burwood Council	\$1800/day Sub-total	\$9,000.00 \$14,600.00
Article Push	1. Provide 1x headline article via Sydney Impression WeChat Official Account on selected date (13 <sup>th</sup> Sep 2021) to promote Burwood Moon Festival carnival Event. The article will be written by New Impressions Media. (Videos can be embedded in the article)	\$7000/article	\$7,000.00
	2. Provide 2x second article via Sydney Impression WeChat Official Account on selected date (25 <sup>th</sup> Aug and 6 <sup>th</sup> Sep 2021) to promote the details of Burwood Moon Festival carnival. The article will be written by New Impressions Media. (Videos can be embedded in the article)	\$3500/article	\$7,000.00
	3. Provide 2x articles pushed via Australia Impression APP on selected dates (7 <sup>th</sup> Sep 2021 and 16 <sup>th</sup> Sep 2021) to recruit residents join Burwood Moon Festival carnival. The article will be written by New Impressions Media. (Videos can be embedded in the article)	\$2500/article	\$5,000.00
	4. Provide 4x fifth articles on selected dates (weekly; 21 <sup>st</sup> Aug 2021, 28 <sup>th</sup> Aug 2021, 4 <sup>th</sup> Sep 2021 and 11 <sup>th</sup> Sep 2021) to introduce Burwood suburb and Burwood Council. Articles will be used as media release. (Videos can be embedded in the article)	\$1300/article	\$5,200.00
	5. Provide 2x recommended page top articles on selected dates (weekly; 22 <sup>nd</sup> Aug 2021, 29 <sup>th</sup> Aug 2021, 5 <sup>th</sup> Sep 2021 and 12 <sup>th</sup> Sep 2021) to introduce Burwood suburb and Burwood Council. Articles will be used as media release. (Videos can be embedded in the article)	\$500/time Sub-total	\$1,000.00 \$25,200.00
Video production & Promotion	1. Produce 1x interview with the mayor of Burwood Council, the video will be produced and published via Sydney Impression WeChat Official Channel and Australia impression APP	\$4,000	\$3,000.00
	2. Produce 1x short file (5 mins) of Burwood Moon Festival 2021 event and promote the video on the Australia Impression APP on selected date (date after the event, 20 <sup>th</sup> or 21 <sup>st</sup> Sep 2021)	\$2,000	\$2,000.00
	3. Provide live streaming service for the Burwood Moon Festival 2021.	\$2,000	\$2,000.00
	4. Publish and promote 4x Burwood Promotion videos on Sydney Impressions Wechat Official Channel	\$500 Sub-total	\$2,000.00 \$9,000.00
Total Amount			\$55,700.00

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Thank you



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## **(ITEM 44/21) ADJUSTMENTS TO COUNCIL MEETING SCHEDULE FOR AUGUST / SEPTEMBER 2021**

File No: 21/27444

REPORT BY GOVERNANCE COORDINATOR

### **Summary**

This report proposes the cancellation of the Ordinary Meeting of Council on 24 August 2021 to ensure the requirements of the pre-election caretaker period are met. It also proposes the scheduling of an Extraordinary Meeting of Council on 15 September 2021 to enable the new council to take the oath or affirmation and attend to the business required to be addressed at the first meeting of a new council.

### **Operational Plan Objective**

2.5.1 Provide strong leadership and advocacy on behalf of the community.

### **Background**

The next local government elections will be held on 4 September 2021. Under clause 393B of the *Local Government (General) Regulation 2005* (the Regulation), during the four weeks preceding the date of an ordinary local government election (known as “caretaker period”) Councils are limited in their exercise of some functions that might have an impact on activities by the incoming elected members. The caretaker period for this election commences on 6 August 2021.

Under Section 365 of the *Local Government Act 1993*, Council is required to meet at least 10 times during any year, with each meeting to be held in a different month. The schedule for meetings to be held during 2021 was approved by Council in November 2020 and included a meeting on Tuesday 24 August 2024, which falls in the middle of the caretaker period.

Once the election results are declared, councillors are required to take the oath or affirmation and attend to certain business such as the election of the Deputy Mayor, the representation of councillors on committees and the decision as to whether to have a countback in the event of a casual vacancy within 18 months of the general election.

### **Proposal**

#### **Cancellation of 24 August 2021 Ordinary Council Meeting**

In light of clause 393B of the Regulation, it is proposed that the scheduled Ordinary Council Meeting for 24 August 2017 be cancelled.

During the caretaker period Council, the General Manager or any other delegate of the Council must not exercise the following functions:

- a. Entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000 or 1% of the council's revenue from rates in the preceding financial year (whichever is the larger)
- b. Determining a controversial development application, except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period
- c. Appoint, reappoint or remove a person as the council's general manager.

In certain circumstances, these functions may be exercised with the approval of the Minister.

Cancelling the August meeting would ensure these requirements are not breached and remove any suggestion of inappropriate decision-making during the caretaker period. Council had already scheduled 11 ordinary meetings during 2021, each during a different month. As a result, the cancellation of the August meeting would not impact Council's ability to meet the required number and timing of meetings this year.

### **Extraordinary Council Meeting after the election**

The first Ordinary Meeting of Council is scheduled for 28 September 2021 and is likely to have a considerable amount of business for the new Council to address.

The results of the election are likely to be declared within the first week after the election on 4 September 2021, well before the first Ordinary Meeting will be held.

Under the *Local Government Act 1993* the Council is required to attend to the following business at its first meeting after a general election:

- The oath of office or affirmation of office must be taken at or before the first meeting of council (section 233A). No business of council can take place until that has occurred.
- If it is intended that a countback is to be held instead of a by-election for any casual vacancy that occurs within 18 months of the ordinary election, that must be declared by a resolution of council at its first meeting following the ordinary election (section 291A).

Other business that is generally attended to at the first meeting of a new council includes:

- The election of a Deputy Mayor, if there is to be one (section 231)
- The filling of positions on council committees (section 355) or as Council representatives on other community bodies.

It is recommended that an Extraordinary Meeting is scheduled for Wednesday 15 September 2021 to administer the oath or affirmation and attend to the items required for the first meeting of a new council. This will enable councillors to take up their roles without delay.

It is noted that a number of on-boarding activities are in preparation and will include full-day activities on at least 2 separate days in September, so that the new council is ready for the substantial business of the first Ordinary Meeting on 28 September 2021.

### **Planning or Policy Implications**

The caretaker period commences on Friday 6 August 2021 and ends on Saturday 4 September 2021. During that period no decisions are to be made that will limit the actions of the new Council.

### **Financial Implications**

No Financial implications.

### **Conclusion**

To ensure compliance with clause 383B of the *Local Government (General) Regulation 2005* it is recommended that the Council Meeting scheduled for Tuesday 24 August 2024 be cancelled.

To enable the Council to commence responsibilities as soon as possible after the election, it is recommended an Extraordinary Meeting of Council be scheduled for Wednesday 15 September 2021 for the newly elected councillors to take their oaths or affirmations and attend to other business. The first ordinary meeting of the newly elected Council is to proceed as currently scheduled on Tuesday 28 September 2021.



***Recommendation(s)***

1. That Council resolve to cancel the Ordinary Council Meeting scheduled for 24 August 2021.
2. That Council resolve to schedule an Extraordinary Meeting on 15 September 2021 to deal with inauguration matters for the newly elected body of councillors.

**Attachments**

There are no attachments for this report.

**(ITEM 45/21) INVESTMENT REPORT AS AT 31 MAY 2021**

File No: 21/25146

REPORT BY CHIEF FINANCE OFFICER

**Summary**

In accordance with Clause 212 of the *Local Government (General) Regulation 2005*, this report details all money that Council has invested under Section 625 of the *Local Government Act 1993*.

**Operational Plan Objective**

2.3.1 Identify and maintain additional revenue sources to ensure financial sustainability

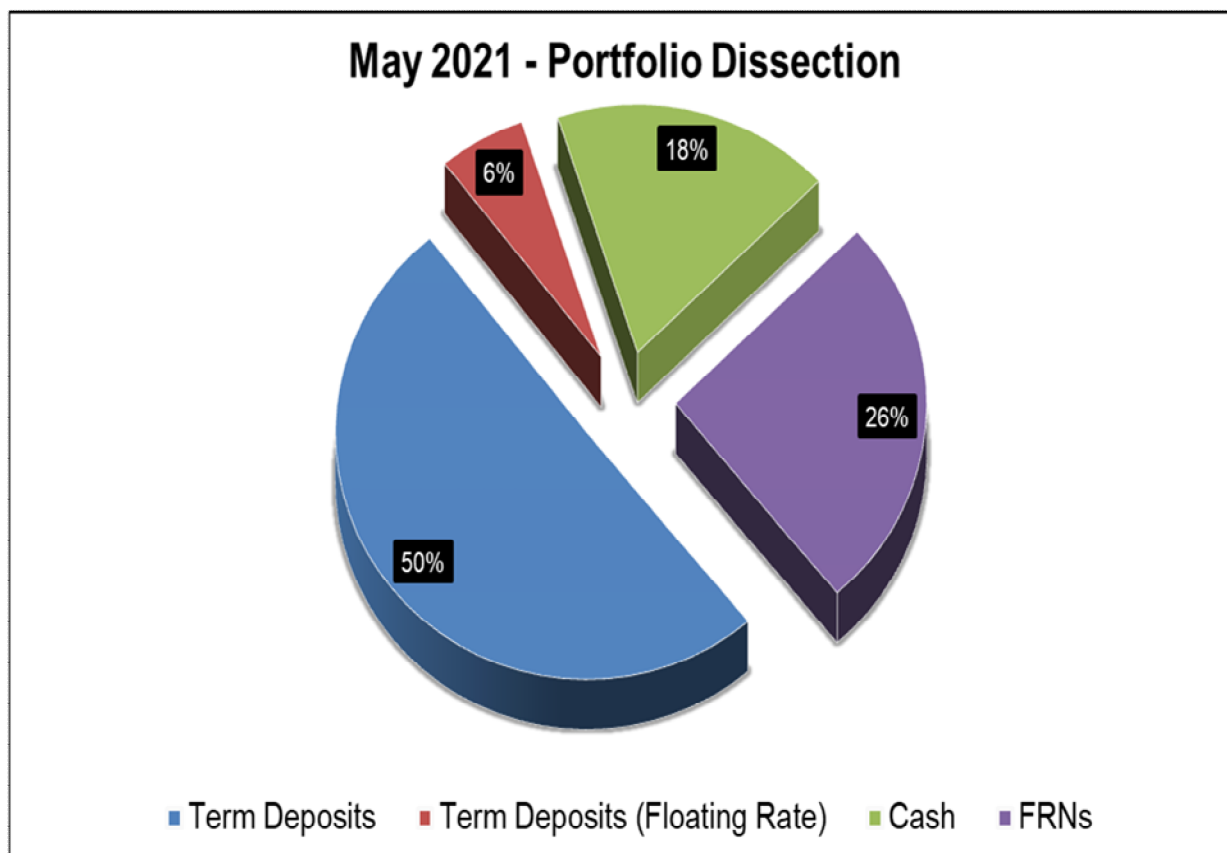
**Background**

As provided for in Clause 212 of the *Local Government (General) Regulation 2005*, a report listing Council's investments must be presented to Council.

Council's investments are made up of a number of direct investments some of which are managed or advised by external agencies.

**Investment Portfolio**

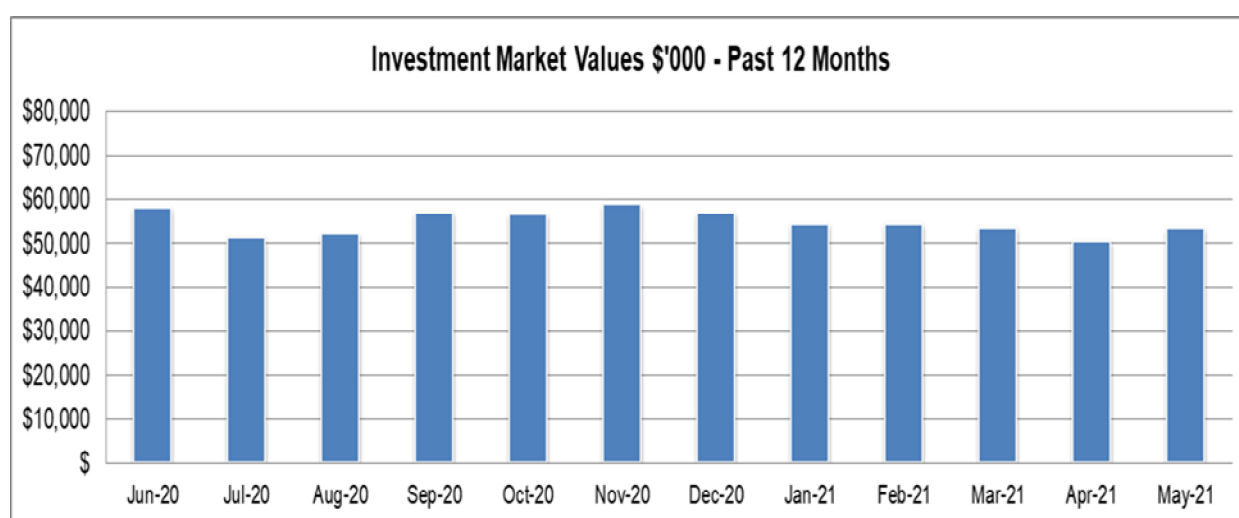
Council has a diversified investment portfolio and has a number of direct investments in term deposits. Its investment portfolio as at 31 May 2021 is:



As at 31 May 2021 Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
13 Jul 20	AMP Bank (Imperium)	2,000,000	1.00%	365	13 Jul 21
14 Jul 20	Westpac	4,000,000	0.89%	730	14 Jul 22
14 Jul 20	National Australia Bank	4,000,000	0.90%	730	14 Jul 22
31 Aug 20	Westpac	4,000,000	0.83%	543	25 Feb 22
31 Aug 20	National Australia Bank	3,000,000	0.80%	365	31 Aug 21
31 Aug 20	Westpac	3,000,000	0.78%	365	31 Aug 21
09 Sep 20	Commonwealth Bank	4,000,000	0.64%	271	07 Jun 21
09 Mar 21	National Australia Bank	3,000,000	0.33%	92	09 Jun 21
<b>Total</b>		<b>27,000,000</b>			

The following graph highlights Council's investment balances for the past 12 months:



Council's investment portfolio is recognised at market value and some of its investments are based on the midpoint valuations of the underlying assets and are subject to market conditions that occur over the month.

Council's investment balances as at reporting date and for the previous two months are detailed in Attachment 1. Definitions on the types of investments are detailed in Attachment 2.

### **Investment Performance and Market Commentary**

At the Reserve Bank of Australia (RBA) meeting on the 1 June 2021, the Board decided to maintain the official cash rate at 0.10 per cent. According to the RBA Governor "...The Board took this decision stating that the global economy, is continuing to recover from the pandemic and the outlook is for strong growth this year and next. The recovery remains uneven, though, and some countries are yet to contain the virus. Global trade in goods has picked up strongly and commodity prices are mostly higher than at the start of the year. However, inflation remains low and below central bank targets.

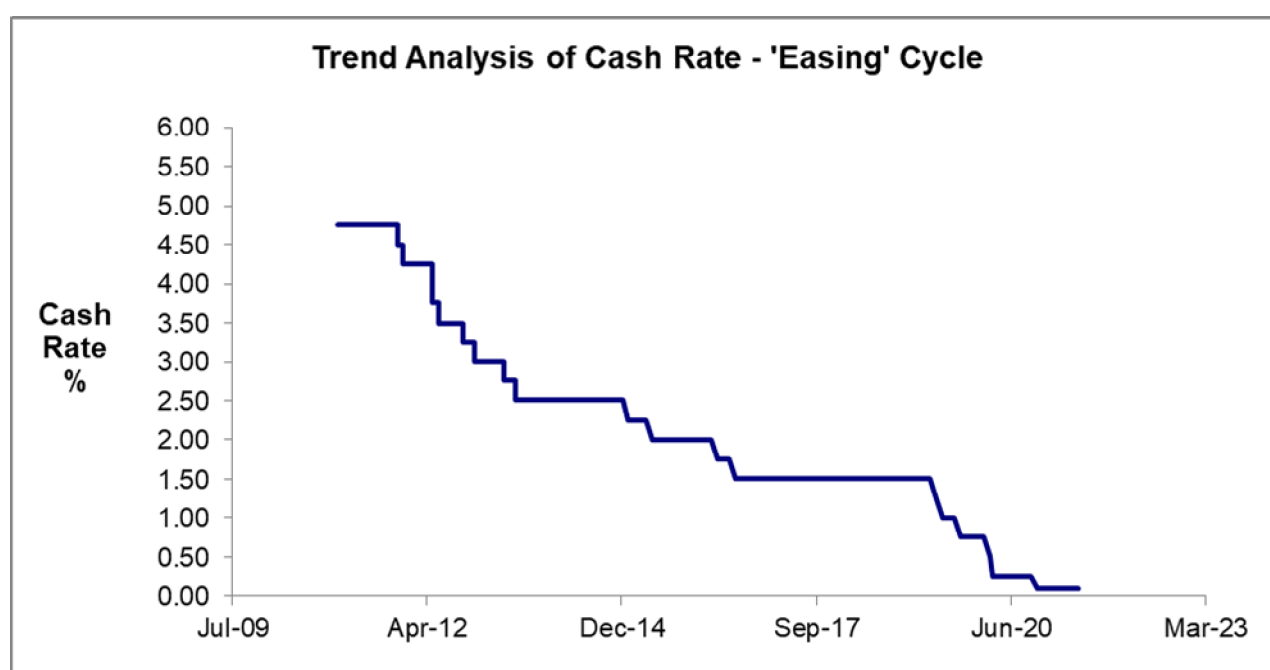
The economic recovery in Australia is stronger than earlier expected and is forecast to continue. The Bank's central scenario is for GDP to grow by 4¾ per cent over this year and 3½ per cent over 2022. This outlook is supported by fiscal measures and very accommodative financial conditions. An important ongoing source of uncertainty is the possibility of significant outbreaks of the virus, although this should diminish as more of the population is vaccinated.

Despite the strong recovery in economic activity, the recent CPI data confirmed that inflation pressures remain subdued in most parts of the Australian economy. A pick-up in inflation and wages growth is expected, but it is likely to be only gradual and modest.

Housing markets have strengthened further, with prices rising in all major markets. Housing credit growth has picked up, with strong demand from owner-occupiers, especially first-home buyers. Given the environment of rising housing prices and low interest rates, the Bank will be monitoring trends in housing borrowing carefully and it is important that lending standards are maintained.

Given the outlook for both employment and inflation, monetary and fiscal support will be required for some time. For its part, the Board will not increase the cash rate until actual inflation is sustainably within the 2 to 3 per cent target range. For this to occur, the labour market will need to be tight enough to generate wages growth that is materially higher than it is currently. Given the outlook, the Board is not expecting to increase the cash rate until 2024 at the earliest. " Statement by Philip Lowe, Governor: Monetary Policy Decision – 1 June 2021".

The following graph provides information on the current RBA monetary policy:



### ***Recommendations(s)***

1. That the investment report for 31 May 2021 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

### **Attachments**

- 1 Investment Register - May 2021
- 2 Investment Types

## Investment Register - May 2021

Credit Ratings	
AAA	Extremely strong capacity to meet financial commitments Highest Rating
AA	Very strong capacity to meet financial commitments.
A	Strong capacity to meet financial commitments but somewhat susceptible to adverse economic conditions and changes in circumstances.
BBB	Adequate capacity to meet financial commitments, but more subject to adverse economic conditions.
CCC	Currently vulnerable and dependent on favourable business, financial and economic conditions to meet financial commitments
D	Payment default on financial commitments
+	Means that a rating may be raised
-	Means that a rating may be lowered

## Certificate of Responsible Accounting Officer

I hereby certify that the investments listed have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policies at the time of their placement.

*W. Amittage*  
Wayne Amittage  
Chief Finance Officer

**BURWOOD COUNCIL**  
**INVESTMENT PORTFOLIO**  
as at 31 May 2021

Investment Adviser	Issuer	ADI or N-ADI	Investment Name	Type	Rating S&P	Invested Amount	Market Value as at 31/03/2021	Market Value as at 30/04/2021	Market Value as at Reporting Date	% of Total Invested
<b>Cash</b>										
Council	Commonwealth Bank	ADI	Operating Account	Cash	AA-	3,454,086	911,778	501,140	3,454,086	18.01
Council	Commonwealth Bank	ADI	Cash Deposit Account	At Call	AA-	10,024	10,024	10,024	10,024	6.44
Council	Commonwealth Bank	ADI	Online Saver	At Call	AA-	6,185,320	6,243,675	6,184,471	6,185,320	0.02
Council	AMP Bank Limited	ADI	AMP Business Saver & Notice Account	At Call / Notice 30 days	BBB-	4,729	4,723	4,726	4,729	11.54
<b>Term Deposits</b>										
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	4,000,000	4,000,000	4,000,000	4,000,000	50.37
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	3,000,000	3,000,000	3,000,000	3,000,000	7.46
Council	Westpac	ADI	Westpac	Term Deposit	AA-	4,000,000	4,000,000	4,000,000	4,000,000	5.60
Council	AMP Bank (Imperium)	ADI	AMP Bank	Term Deposit	BBB+	2,000,000	2,000,000	2,000,000	2,000,000	7.46
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	4,000,000	4,000,000	4,000,000	4,000,000	3.73
Council	Westpac	ADI	Westpac	Term Deposit	AA-	4,000,000	4,000,000	4,000,000	4,000,000	7.46
Council	Westpac	ADI	Westpac	Term Deposit	AA-	3,000,000	3,000,000	3,000,000	3,000,000	7.46
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	3,000,000	3,000,000	3,000,000	3,000,000	5.60
<b>Term Deposits - Fixed &amp; Floating Rates</b>										
Council	Westpac	ADI	Westpac	Coupon Select Deposit 2 Yr Fixed plus 3 Yr (90day BBSW + 1.05 bps)	AA-	3,000,000	3,000,000	3,000,000	3,000,000	5.60
<b>Floating Rate Notes</b>										
Council	Suncorp-Metway Limited	ADI	Suncorp-Metway Limited	Floating Rate Notes (90 day BBSW mid +94 bps)	A+	1,500,000	1,515,401	1,514,960	1,514,448	28.03
Council	Bendigo Adelaide	ADI	Bendigo Bank & Adelaide Bank	Floating Rate Notes (90 day BBSW mid + 105 bps)	BBB+	1,500,000	1,519,848	1,519,803	1,519,215	2.83
Council	ANZ Group	ADI	ANZ Group	Floating Rate Notes (90 day BBSW mid + 77 bps)	AA-	2,000,000	2,021,570	2,020,748	2,020,194	2.03
Council	Newcastle Permanent Building Society	ADI	Newcastle Permanent Building Society	Floating Rate Notes (90 day BBSW +140 bps)	BBB	1,250,000	1,268,743	1,267,985	1,267,673	3.77
Council	Members Equity Bank Pty Ltd	ADI	ME Bank	Floating Rate Notes (90 day BBSW mid +127 bps)	BBB	-	2,500,730	-	-	2.36
Council	Bank Australia Ltd	ADI	Bank Australia Ltd	Floating Rate Notes (90 day BBSW +130 bps)	BBB	1,500,000	1,505,378	1,504,595	1,503,560	0.00
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +83 bps)	AA-	2,000,000	2,034,642	2,033,552	2,032,938	2.80
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +113 bps)	AA-	4,000,000	4,097,572	4,095,944	4,095,452	3.79
<b>Grand Total</b>						<b>53,464,158</b>	<b>53,634,083</b>	<b>50,657,948</b>	<b>53,607,537</b>	<b>100.00</b>



## Investment Types

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### Types of Investments

Council's investment portfolio consists of the following types of investment:

1. **Cash and Deposits at Call** – Cash and Deposits at Call accounts are a flexible savings facility providing a competitive rate of interest for funds which are at call (available within 24hours). These accounts enable us to control Council's cashflows along with council's General Fund Bank account. Interest rates are updated in accordance with movements in market rates.

The following investments are classified as Cash and Deposits at Call:

- Commonwealth Bank of Australia – Operating Bank Account AA-
- Commonwealth Bank of Australia – Online Saver AA-
- AMP Business Saver and Notice – At Call/Notice A

2. **Floating Rate Notes (FRN)** - FRNs are a contractual obligation whereby the issuer has an obligation to pay the investor an interest coupon payment which is based on a margin above bank bill. The risk to the investor is the ability of the issuer to meet the obligation.

FRNs are either sub-debt or senior-debt which means that they are guaranteed by the bank that issues them with sub-debt notes rated a notch lower than the bank itself. The reason for this is that the hierarchy for payments of debt in event of default is:

- a. Term Deposits
- b. Global Fixed Income Deposits
- c. Senior Debt
- d. Subordinated Debt
- e. Hybrids
- f. Preference shares
- g. Equity holders

In the case of default, the purchaser of subordinated debt is not paid until the senior debt holders are paid in full. Subordinated debt is therefore more risky than senior debt.

**(ITEM IN14/21) MAYORAL DISCRETIONARY GRANTS - SMALL DONATIONS POLICY - PERIOD ENDING 31 MARCH 2021**

File No: 21/26122

REPORT BY EXECUTIVE ASSISTANT TO MAYOR AND COUNCILLORS

**Summary**

The Discretionary Grants – Small Donations Policy was reviewed by Council and adopted on 12 December 2017. As part of the Policy requirements, a list of donations made is to be reported to Council on a quarterly basis. The attached table details all the Discretionary Grants for the quarter ending 31 March 2021.

**Background**

The Mayor is allocated an annual budget of \$15,000 to extend civic leadership by supporting, through the allocation of small donations on behalf of Council, organisations or individuals for one or more of the following purposes:

1. Personal development and achievements of individual community members representing NSW or higher in their chosen fields, including sporting, academic, cultural and artistic endeavours who require financial assistance to attend events or activities or compete in their chosen field
2. Relief and other emergency organisations
3. Charitable organisations (registered) that provide benefits to the Burwood Local Government Area
4. Locally based groups and organisations located in the Burwood Local Government Area that have not applied under the Community Grants Program and are established as not-for-profit, community based groups, which includes P and C associations
5. Mayor's discretion for requests of a humanitarian nature.

Financial assistance for all categories is capped at \$1,000.

**Financial Implications**

Within the approved budget allocation of \$15,000.

**No Decision – Information Item Only****Attachments**

- 1 Mayoral Discretionary Grants - Small Donations Policy - period ending 31 March 2021

## Mayoral Discretionary Grants - Small Donations Policy - period ending 31 March 2021

[illegible]

**(ITEM IN15/21) POWER OF ATTORNEY FOR THE GENERAL MANAGER -  
REPORT FOR PERIOD OF MARCH TO MAY 2021**

File No: 21/26249

REPORT BY ACTING EXECUTIVE ASSISTANT TO THE GENERAL MANAGER – OFFICE OF  
THE GENERAL MANAGER

**Summary**

At the Council Meeting of 28 May 2019, Council resolved to delegate to Tommaso Briscese a general Power of Attorney.

The resolution included a request for a report to Council every three months on all documents signed under the general Power of Attorney.

Council notes that the following documents were signed under Power of Attorney between March and May 2021:

- Burwood Park Reserve Trust Lease to Jad's Place - Burwood Park Café - Signed lease by Crown Land Manager. Presented to Council on 24 November 2020, Item 117/20.
- Surrender of Lease - Henley Park Café. On 28 November 2017 the General Manager of the time approved Sunil Kumar trading as NP Catering PTY LTD to be granted the lease of the Henley Park Café for two years with a further two year option. The lease was executed by the then General Manager on 21 December 2017.

**Operational Plan Objective**

2.1.3 Ensure transparent and accountability in decision making

**No Decision – Information Item Only****Attachments**

There are no attachments for this report.