



MINUTES OF THE MEETING OF THE COUNCIL OF BURWOOD held electronically on Tuesday 27 July 2021 commencing at 6:00pm.

ATTENDANCE Councillor John Faker (Mayor)
Councillor Ernest Chan (Deputy Mayor)
Councillor Heather Crichton
Councillor Raj Dixit
Councillor Lesley Furneaux-Cook
Councillor George Mannah

Mr T Briscece, General Manager
Mr F Zincone, Director Corporate Services
Ms B Endycott, Director Community Life
Mr G El Kazzi, Director City Assets
Ms P Hatzigiannis, Director People and Performance
Mr D Porter, Director City Strategy
Mr W Armitage, Chief Finance Officer
Ms K Castellanos, Group Manager Strategic Planning, Heritage and Place Planning
Ms L Hennessey, Group Manager Corporate Planning and Communications
Ms T Whitmarsh, Consultant – Governance Specialist
Ms M Butler, Governance Coordinator

OPENING OF MEETING BY THE MAYOR

The Mayor opened the meeting with a prayer and Acknowledgement of Country.

OPEN FORUM

There was no business for this item.

APOLOGIES

76/21 RESOLVED *(carried unanimously)*

That Council:

1. Note that Cr Del Duca has tendered his apologies and has requested a leave of absence for this meeting.
2. Grant a leave of absence to Cr Del Duca for the current meeting.

(Moved Councillor Lesley Furneaux-Cook/Seconded Councillor George Mannah)

DECLARATIONS OF INTEREST

Cr Chan declared:

- A less than significant pecuniary interest in Item 49/21 as he works in and owns properties in the LGA. He indicated that he would remain present for discussion on that item.
- A significant pecuniary interest in item 54/21 in so far as it relates to Burwood Town Centre as he owns property at that location. He indicated that he would leave the meeting during consideration of that item.

Cr Dixit declared a significant pecuniary interest in Item 54/21 on the agenda in so far as it relates to The Strand, Croydon, as he rents property at that location. He indicated that he would leave the meeting during consideration of that item.

Cr Faker declared:

- A less than significant pecuniary interest in item 49/21 as he has his principal place of residence and a number of investment properties in the LGA. He indicated that he would remain present for discussion on that item.
- A significant pecuniary interest in Item 54/21 on the agenda in so far as it relates to The Strand, Croydon, as he owns property at that location. He indicated that he would leave the meeting during consideration of that item.

Cr Furneaux-Cook declared a significant pecuniary interest in relation to item 50/21 as she owns property in Livingstone Street. She advised that she would leave the meeting during consideration of that item.

Cr Mannah declared a less than significant pecuniary interest in item 49/21 as his principal place of residence is in the LGA. He indicated that he would remain present for the discussion on that item.

DECLARATIONS OF POLITICAL DONATIONS

There were no declarations of political interests by Councillors.

CONFIRMATION OF MINUTES

77/21 RESOLVED (*carried unanimously*)

That the minutes of the meeting of the Council Meeting of Burwood held on Tuesday 29 June 2021, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

(Moved Councillor Lesley Furneaux-Cook/Seconded Councillor George Mannah)

ADDRESS BY THE PUBLIC ON AGENDA ITEMS

Name	Item
Will Cu, Carlton NSW	Item 51/21 - Public Exhibition of Planning Proposal to Heritage List 17 Ethel Street Burwood

(ITEM MM17/21) REVEREND JAMES COLLINS AWARDED THE ORDER OF AUSTRALIA MEDAL IN THE QUEEN'S BIRTHDAY 2021 HONOURS LIST

File No: 21/31426

Summary

Reverend Dr James Collins has been acknowledged for his service to the Anglican Church of Australia, receiving the Order of Australia Medal (OAM) in the 2021 Queen's Birthday Honours.

Reverend Collins was Ordained a deacon in 1987 and a priest in 1988. He served the Anglican Diocese of Perth from 1988 to 2000. Shortly after Reverend Collins served the Anglican Diocese of Tasmania from 2001 – 2011.

Reverend Collins' service to the Anglican Archdiocese of Sydney has most recently been as Rector, St Paul's Anglican Church, Burwood, since 2011. During his last 10 years of service Reverend Collins has tirelessly supported the Burwood community through efforts including the Parish Pantry which provides free food to thousands of at-risk and vulnerable community members and the establishment of the Lifejacket program, securing donations of winter clothing, torches, sleeping bags and toiletries for those sleeping rough.

Reverend Collins has been Vice President of the New South Wales Ecumenical Council since 2017 and a member since 2011.

His other awards and recognition include the Westfield Local Hero Award (2018) and Burwood Community Citizen of the Year (2015).

I ask Council to join me in congratulating Reverend Collins for his dedicated and model service to our local community and the people of Australia, without his tireless support we wouldn't be the community we are today.

Operational Plan Objective

1.4.1 Celebrate the achievements of the local community

RESOLVED *(carried unanimously)*

That Council receive and note the report.

(ITEM MM18/21) DETECTIVE SUPERINTENDENT PAUL DEVANEY AWARDED THE AUSTRALIAN POLICE MEDAL IN THE QUEEN'S BIRTHDAY 2021 HONOURS LIST

File No: 21/31425

Summary

Detective Superintendent Paul Devaney is one of 11 NSW Police Force officers awarded the prestigious Australian Police Medal (APM) for his outstanding service to the community, as part of the Queen's Birthday 2021 Honours List.

Detective Superintendent Devaney has served the NSW Police Force and the people of NSW for more than 33 years. In 1988 he joined the NSW Police Force, commencing general duties at Mona Vale and Dee Why before undertaking criminal investigation duties in 2002.

He was designated a Detective in 1995 and was promoted to his current rank in 2009,

commanding what is now known as the Child Abuse Squad. He has performed command roles at various locations including Corporate Services, the Police Transport and Public Safety Command; and served as the staff officer to the Deputy Commissioner, Specialist Operations.

Detective Superintendent Devaney transferred to his role as Commander of the Burwood Police Area Command in 2019. In 2020, he was seconded to the NSWPF response to the COVID19 Pandemic and led the Repatriation Team responsible for developing and implementing systems to safely and securely repatriate thousands of returned travelers from their hotel quarantines to their final destinations.

I have recently been informed that earlier this month Paul was transferred to a new role as Commander of the Cumberland Police Area Command.

And so I ask Council to join me in thanking Detective Superintendent Devaney for his dedicated and exemplary service to the people of Burwood and greater New South Wales and wish him the best of luck in his future endeavours.

Operational Plan Objective

1.4.1 Celebrate the achievements of the local community

RESOLVED *(carried unanimously)*

That Council receive and note the report.

(ITEM MM21/21) RECOGNITION OF SERVICE - CHAIR OF AUDIT, RISK AND IMPROVEMENT COMMITTEE

File No: 21/33915

Summary

I have been advised Ms Sandra Mulder will be stepping down from her role with the Burwood Audit, Risk and Improvement Committee (ARIC) at the end of August, having been a member of the ARIC for 8 of the past 10 years.

Ms Mulder was appointed to the ARIC at its formation in February 2011, when the Committee was known as the Internal Audit Committee. She served for two terms — from 2011 to 2014 and from late 2017 until now. She has been the ARIC Chair since 2017.

As Chair, she led the ARIC's oversight of the internal audit program, review of annual Financial Statements and external Audit Reports, and reviewed council's risk management strategy and risk register. During her time on the Committee, the ARIC considered recommendations arising from internal audits and reviews on a range of operational risk areas, including:

- IT System Vulnerability
- Recruitment and Selection
- Cash Management
- Event Management for Burwood Festival
- Councillors' Expenses and Facilities
- Payroll
- On Street Parking

- Commercial Trade Waste
- Fleet Management
- Cash and Stock Management – Enfield Aquatic Centre
- Legal Services Panel
- Customer Requests and Complaints Handling
- Accounts Payable
- Integrated Planning and Reporting Framework
- Contractors and Consultants
- Recruitment and selection
- Time Capture to Pay

The ARIC also took an interest in, and received briefings on, a range of risk and improvement areas including:

- Risk Management Strategy
- Employee Governance Training Program
- Business Continuity Plan
- Covid-19
- Council's Organisational Structure
- Fraud and Corruption Prevention Policy
- Gifts and Benefits Policy
- Community Strategic Plan
- Asset maintenance and replacement
- Council's internal control systems
- The Promoting Better Practice Review undertaken by the Division of Local Government
- Business Ethics Framework
- Guardian Risk Register System
- Findings of various ICAC investigations and any potential learnings for Burwood Council.

Under her expert leadership, the Committee has been very effective and has made a critical contribution to the organisation's prioritisation and management of risk and improvement activities. I ask Council to join me in acknowledging the substantial skills, knowledge and expertise that Ms Mulder brought to the deliberations of the ARIC and to thank her for her contribution over so many years.

Operational Plan Objective

2.1.3 Ensure transparency and accountability in decision making

RESOLVED *(carried unanimously)*

That:

1. Council receives and notes this report.
2. The Mayor writes to Ms Mulder to express Council's appreciation for her services to the ARIC.

(ITEM MM22/21) POSTPONEMENT OF LOCAL GOVERNMENT ELECTIONS - NEW ARRANGEMENTS FOR EXTENDED COUNCIL TERM

File No: 21/34253

Summary

The NSW Government has further postponed local government elections due to public health concerns arising from the COVID-19 pandemic. The elections previously postponed from September 2020 to September 2021 are now expected to occur on 4 December 2021. The additional three month delay means that adjustments to civic governance arrangements are required.

Operational Plan Objective

2.5.1 Provide strong leadership and advocacy on behalf of the community

81/21**RESOLVED** (*carried unanimously*)

That Council:

1. acknowledge the order by the Minister of Local Government in the *NSW Government Gazette* (Number 347 – 24 July 2021) of the 3 month postponement of local government elections from 4 September 2021 to 4 December 2021 due to serious public health concerns arising from the COVID-19 pandemic – see **Attachment 1**
2. note NSW Office of Local Government advices released on 25 July about contingent arrangements for councils and the critical changes in dates with local government election management in 2021 – see **Attachments 2 and 3**
3. note that the commencement of the caretaker period for the 2021 local government election has changed from 6 August 2021 to 5 November 2021
4. reinstate the scheduling of the previously cancelled ordinary meeting of Council for 24 August 2021
5. cancel the extraordinary meeting of Council scheduled for 15 September 2021 that was to deal with inauguration matters for the newly elected body of councillors

GENERAL BUSINESS**(ITEM 49/21) PROPOSED AMENDMENT NO. 5 OF THE BURWOOD DEVELOPMENT CONTROL PLAN 2013**

File No: 21/32083

Summary

This report discusses proposed amendments to the Burwood Development Control Plan (BDGP) for the consideration of Council.

The housekeeping amendments to the DCP are intended to respond to either the housekeeping LEP amendment, bring forward minor changes to current DCP provisions to support improved design or development outcomes or support initiatives currently underway, such as the Shop Front Improvement Program.

Further amendments are recommended to introduce area specific controls to the Cooper Street Precinct, Strathfield. This is in response to a recent applicant-lead PP and anticipating additional Development Applications in this location.

The recommendations are for inclusion in draft Amendment No. 5 of the BDCP. The next step will be public exhibition of draft Amendment No. 5 following which any submissions received will be reported to Council with final recommendations for the Amendment.

82/21 RESOLVED (*carried unanimously*)

1. That draft Amendment No. 5 to the BDCP be endorsed for public exhibition in accordance with the *EP&A Regulation 2000* and Council's Community Participation Plan.
2. That Council authorise the General Manager to allow further editorial or minor changes to draft BDCP Amendment No. 5 considered necessary before the exhibition commences.
3. That a further report be brought to Council advising of the exhibition outcomes and making recommendations on the finalisation of the draft amended BDCP.
4. That Council adopt the draft BDCP Amendment No. 5 discussed in this report as a matter for consideration in the assessment and determination of Development Applications until the commencement of the BDCP Amendment.
5. The outcomes of the exhibition will be reported to Council when further changes to the BDCP may be necessary following consideration of submissions received during the exhibition.
6. That Council further investigates the possibility of having floor to ceiling heights of 3m across an entire proposed development within the Burwood Town Centre.
7. Council further investigates as part of the comprehensive DCP review the treatment of communication towers as well as landscaping provisions for medium and higher density developments.

(Moved Councillor Lesley Furneaux-Cook/Seconded Councillor George Mannah)

A **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR	AGAINST
Councillor Faker	
Councillor Mannah	
Councillor Dixit	
Councillor Crichton	
Councillor Chan	
Councillor Furneaux-Cook	
Total (6)	Total (0)

CR LESLEY FURNEAUX-COOK LEFT THE MEETING, THE TIME BEING 06:39 PM

(ITEM 50/21) PROPOSED AMENDMENT NO. 5 TO BURWOOD DEVELOPMENT CONTROL PLAN FOR LIVINGSTONE STREET AND SYM AVENUE BURWOOD

File No: 21/33370

Summary

This report discusses the proposed Amendment No. 5 to the Burwood Development Control Plan (BDCP) for Livingstone Street and Sym Avenue Burwood specifically, as this precinct has recently undergone rezoning via a Council-led Planning Proposal.

It is recommended that Council endorse the proposed controls for the precinct as part of the draft amended BDCP for public exhibition. The outcomes of the exhibition will be reported back to Council prior to Council adopting Amendment No.5 to the BDCP.

Operational Plan Objective

2.1.3 Ensure transparency and accountability in decision making

83/21

RESOLVED (*carried unanimously*)

1. That draft Amendment No. 5 to the BDCP relating to the Livingstone Street and Sym Avenue Precinct be endorsed for public exhibition in accordance with the EP&A Regulation 2000 and Council's Community Participation Plan.
2. That Council authorise the General Manager to allow further editorial or minor changes to this draft BDCP section considered necessary before the exhibition commences.
3. That a further report be brought to Council advising of the exhibition outcomes and making recommendations on the finalisation of the draft BDCP section.
4. The outcomes of the exhibition will be reported to Council when further changes to the BDCP section may be necessary following consideration of submissions received during the exhibition.

(Moved Deputy Mayor Ernest Chan/Seconded Councillor Heather Crichton)

A **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR	AGAINST
Councillor Faker	
Councillor Mannah	
Councillor Dixit	
Councillor Crichton	
Councillor Chan	
Total (5)	Total (0)

CR LESLEY FURNEAUX-COOK RETURNED TO THE MEETING, THE TIME BEING 06:41 PM

(ITEM 51/21) PUBLIC EXHIBITION OF PLANNING PROPOSAL TO HERITAGE LIST 17 ETHEL STREET BURWOOD

File No: 21/26222

Summary

A Planning Proposal (PP) has been prepared to list the property at 17 Ethel Street Burwood as a heritage item. The PP was publicly exhibited from 24 May to 21 June 2021. Submissions were received from the property owner, a heritage consultant on behalf of the property owner and Heritage NSW. This report discusses the submissions and recommends that the PP be progressed to an amendment to the Burwood Local Environmental Plan (BLEP) 2012.

Operational Plan Objective

1.4.4 Promote and celebrate the area's heritage and Indigenous history

4.3 Integrate Burwood's existing heritage with high quality urban design

4.3.2 Maintain and preserve heritage through relevant planning strategies

84/21 RESOLVED *(carried unanimously)*

1. That Council endorse the Planning Proposal for 17 Ethel Street Burwood as exhibited with the updated property detail.
2. That Council exercise its LEP making delegation to progress the Planning Proposal to a BLEP amendment, which will list 17 Ethel Street Burwood as a heritage item.
3. That the property owner be advised of Council's resolution.

(Moved Councillor Lesley Furneaux-Cook/Seconded Councillor George Mannah)

A **DIVISION** was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR	AGAINST
Councillor Faker	
Councillor Mannah	
Councillor Dixit	
Councillor Crichton	
Councillor Chan	
Councillor Furneaux-Cook	
Total (6)	Total (0)

(ITEM 52/21) END OF TERM REPORT 2017-2021

File No: 21/31944

Summary

The outgoing Council is required under Section 428(2) of the *Local Government Act 1993* to report on Council's progress in implementing the Community Strategic Plan during the 2017-2021 term.

The report outlines how the Council is progressing towards achieving the strategic directions, objectives and strategies of the Burwood2030 Community Strategic Plan through the objectives identified in the four-year Delivery Program 2018-2022 which covers the term of office of the current Council.

Operational Plan Objective

- 2.1.3 – Audit and evaluate projects and report outcomes to the community where possible
 2.1.3.2 – Ensure that all public information is accessible and made available in a timely manner

85/21 RESOLVED *(carried unanimously)*

That, given the term of Council has been extended due to the postponement of local government elections until 4 December 2021, item 52/21 on the agenda regarding the End of Term Report not be considered at this meeting.

(Moved Mayor John Faker/Seconded Councillor Heather Crichton)

(ITEM 53/21) DELIVERY PROGRAM 2018-2022, OPERATIONAL PLAN 2020-2021 HALF YEARLY REPORT 1 JANUARY TO 30 JUNE 2021

File No: 21/31940

Summary

A report on the progress of Council's Delivery Program 2018-22 is to be presented to Council on a half yearly basis in accordance with legislative requirements of the State Government's Integrated Planning and Reporting Framework (406(5) of the Local Government Act 1993).

Operational Plan Objective

2.1.3.2 – Ensure that all public information is accessible and made available in a timely manner

86/21 RESOLVED *(carried unanimously)*

That Council endorse the Delivery Program 2020-2022, Operational Plan 2020-2021 Half Yearly Report 1 January to 30 June 2021.

(Moved Councillor George Mannah/Seconded Councillor Lesley Furneaux-Cook)

(ITEM 54/21) PROPOSED EXPANSION OF THE SHOPFRONT IMPROVEMENT PROGRAM

File No: 21/32014

Summary

Council's Shopfront Improvement Program directly aligns with Council's Strategic and Operational Plan objectives to stimulate the local economy, improve the attractiveness of the local area and provide opportunities to strengthen and sustain local business. This report recommends that Council now extends the eligible locations for the Shopfront Improvement Program beyond the Burwood Town Centre to include other local centres in a staged manner over the next three years.

Operational Plan Objectives

5.2. Support and engage with local services and businesses.

5.3. Enhance and foster local identity.

5.4. Activate village precincts and preserve the distinct characters of surrounding residential areas.

87/21 RESOLVED *(carried unanimously)*

That Council proceed to consider the rollout of the Shopfront Improvement Program as outlined in Item 54/21 in two parts. The first item to cover the eligible locations outlined in the report, with the exception of The Strand in Croydon. The second item to cover the eligible location of The Strand in Croydon.

(Moved Councillor Lesley Furneaux-Cook/Seconded Councillor George Mannah)

CR ERNEST CHAN LEFT THE MEETING, THE TIME BEING 07:03 PM

88/21 RESOLVED *(carried unanimously)*

That Council:

1. Approves the expansion of eligible locations for the Shopfront Improvement Program beyond the Burwood Town Centre to include the local centres of Enfield, Croydon Park and Strathfield in a staged manner over the next three years.
2. Adopts the minor amendment included in the *Revised Shopfront Improvement Program Policy* (as outlined in Attachment 1), with the exception of The Strand, Croydon, to enable expansion of the program.
3. Waives the 'Works on Council Property' fees for the recipients of the Shopfront Improvement Program in 2021/22 and in subsequent years of the rollout of the program.

(Moved Councillor Heather Crichton/Seconded Councillor George Mannah)

CR ERNEST CHAN RETURNED TO THE MEETING, THE TIME BEING 07:08 PM

CR JOHN FAKER LEFT THE MEETING, THE TIME BEING 07:08 PM

CR RAJ DIXIT LEFT THE MEETING, THE TIME BEING 07:08 PM

CR ERNEST CHAN TOOK THE CHAIR, THE TIME BEING 7.08 PM

89/21 RESOLVED *(carried unanimously)*

That Council:

1. Approves the expansion of eligible locations for the Shopfront Improvement Program beyond the Burwood Town Centre to include the local centre of The Strand, Croydon, in 2022-23.
2. Adopts the minor amendment included in the *Revised Shopfront Improvement Program Policy* (as outlined in Attachment 1) to include the local centre of The Strand in the expansion of the program.
3. Waives the 'Works on Council Property' fees for the recipients of the Shopfront Improvement Program in 2021/22 and in subsequent years of the rollout of the program.

(Moved Councillor Heather Crichton / Seconded Councillor George Mannah)

CR JOHN FAKER RETURNED TO THE MEETING AND RESUMED THE CHAIR, THE TIME BEING 7.15 PM

CR RAJ DIXIT RETURNED TO THE MEETING, THE TIME BEING 7.15 PM

(ITEM 55/21) RACISM NOT WELCOME CAMPAIGN - RECOMMENDATIONS FROM THE MULTICULTURAL ADVISORY COMMITTEE

File No: 21/30961

Summary

This report responds to the *Notice of Motion - 'Racism Not Welcome' Campaign* resolved at the Ordinary Meeting of Council held on 25 May 2021 (Min. 43/21, Item NM3/21) and presents the feedback of the Multicultural Advisory Committee for Council's consideration.

Operational Plan Objectives

- 1.1.4.3 Promote an inclusive and harmonious lifestyle in the community.
- 1.2.3 Foster a sense of community pride.
- 1.3.2 Support and implement programs that aim to reduce anti-social behaviour.
- 1.4.2 Engage with Culturally and Linguistically Diverse communities.
- 2.1.1.1 Consult and engage with the community on issues that impact the local community.

90/21 RESOLVED *(carried unanimously)*

That Council:

1. Adopts the #RacismNOTWelcome campaign, particularly given its alignment with Council's existing stance against racism.
2. Investigates and implements alternate methods to communicate the #RacismNOTWelcome campaign to the community.

(Moved Councillor Lesley Furneaux-Cook/Seconded Deputy Mayor Ernest Chan)

(ITEM 56/21) CHRISTMAS CLOSURE

File No: 21/33917

Summary

This report outlines the proposed Christmas close down period and the plans to ensure that an appropriate level of service to the Burwood Council community is maintained.

Operational Plan Objective

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.

91/21 RESOLVED *(carried unanimously)*

1. That Council endorse the Christmas close-down from 25 December 2021 to 7 January 2022.
2. That Council resolve not to provide eligible employees with an additional three paid leave (concession) days during this close-down period to enable employees to utilise their leave entitlements.
3. That the General Manager ensures suitable notification is provided to the community of the operational hours for Council services and facilities during the 2021-2022 holiday period.

(Moved Councillor George Mannah/Seconded Councillor Lesley Furneaux-Cook)

(ITEM 57/21) INVESTMENT REPORT AS AT 30 JUNE 2021

File No: 21/30518

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

92/21**RESOLVED** (*carried unanimously*)

1. That the investment report for 30 June 2021 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

(Moved Deputy Mayor Ernest Chan/Seconded Councillor Lesley Furneaux-Cook)

REPORTS OF COMMITTEES**(ITEM RC5/21) BURWOOD 150 YEARS ANNIVERSARY STEERING COMMITTEE
MINUTES - JULY 2021**

File No: 21/30855

Summary

This report presents the draft minutes of the Burwood 150 Years Anniversary Steering Committee held on Tuesday 13 July 2021.

Operational Plan Objectives

- 1.2 A well-informed, supported and engaged community.
- 1.4 A proud and inclusive community that celebrates diversity.
- 2.2 Strong partnerships to benefit the community.
- 5.3 Enhance and foster local identity.

Background

The Burwood 150 Years Anniversary Steering Committee has been established to provide a forum for Council to engage with and obtain feedback from the community to support the planning and delivery of the Burwood 150 Years Anniversary Program to take place in 2024.

Meeting Overview

The Burwood 150 Years Anniversary Steering Committee held its second meeting on 13 July 2021.

Key items discussed by the Committee included:

- The draft project brief for the Burwood History Publication;
- A proposal for a charity book about Len Hall 'the Bugler of Burwood' by local resident and author, Simon Firth; and
- The draft logo/branding for the sesquicentenary.

The draft minutes of the Committee Meeting are included under Attachment 1 of this report.

Consultation

There are no further consultation processes associated with this report.

Planning or Policy Implications

The Committee is conducted in accordance with its Terms of Reference adopted by Council on 8 December 2020. Whilst the role of the Committee is to act as an advisory body to Council, the Terms of Reference specifies that the minutes of the Committee are to be submitted to the first available Ordinary Meeting of Council.

Financial Implications

Council utilised funding allocated to the administration and operation of the Committee in the Operational Budget 2020/21 to obtain legal advice with respect to the digitisation of the *Harvest of the Years* by Eric Dunlop and to commence development of the logo for the Burwood 150 Years Anniversary Program.

Council has sufficient funds allocated in the Library Services Operational Budget 2021/22 to proceed with a Request for Quotation process for the Burwood History Publication.

Conclusion

This report provides the draft minutes of the Burwood 150 Years Anniversary Steering Committee held on 13 July 2021 for Council's information. The Burwood 150 Years Anniversary Steering Committee will continue to meet on a quarterly basis.

93/21 RESOLVED (*carried unanimously*)

That Council receives and notes the draft minutes of the Burwood 150 Years Anniversary Steering Committee held on 13 July 2021 (included under Attachment 1).

(Moved Councillor George Mannah/Seconded Deputy Mayor Ernest Chan)

(ITEM RC6/21) BURWOOD LOCAL TRAFFIC COMMITTEE - JULY 2021

File No: 21/29771

Summary

Attached are the Minutes of the Burwood Local Traffic Committee from its meeting of July 2021. The Minutes are hereby submitted to the Ordinary Council Meeting for consideration and adoption by Council.

Operational Plan Objective

4.1.5 - Work with RMS and Transport NSW in the development of integrated transport plans.

94/21 RESOLVED (*carried unanimously*)

That the minutes of the Burwood Local Traffic Committee of July 2021 be noted and the recommendations of the Committee as detailed below be adopted as a resolution of the Council.

(ITEM LTC11/21) COMER STREET, BURWOOD - NEW PEDESTRIAN CROSSING

Recommendations

1. That Council approve the installation of a raised pedestrian crossing in Comer Street, Burwood, including kerb extensions and all relevant signs and linemarking per the plan in this report.

2. That Council approve the installation of speed cushions in Comer Street and Britannia Avenue, along with all relevant signs, linemarking and plantings per the plan in this report.

(ITEM LTC12/21) ROYCE AVENUE, CROYDON - IMPLEMENTATION OF RESIDENTIAL PARKING SCHEME

Recommendations

1. That Council approve the installation of '2P, 8.00am – 6.00pm Monday to Friday and 8.00am – 12.30pm Saturday, Permit Holders Excepted Area 19' parking restrictions along the western side of Royce Avenue per the plan in the report.
2. That Council approve only the property at 1 Rostherne Avenue for inclusion into Area 19 of Council's Permit Parking Scheme.

(ITEM LTC13/21) TAVISTOCK STREET, CROYDON PARK - TIMED PARKING RESTRICTIONS

Recommendations

1. That Council approve the installation of "2P 9am – 6pm Monday to Saturday" parking restrictions on the eastern side of Tavistock Street north of Tangarra Street in the 90 degree angled parking bays per the plan in the report.
2. That Council approve the installation of "No Parking" parking restrictions for one bay on the eastern side of Tavistock Street north of Tangarra Street in the 90 degree angled parking bays per the plan in the report.
3. That Council approve the installation of "2P 9am – 6pm Monday to Saturday" parking restrictions on the northern and southern sides of Tangarra Street between Tavistock Street and Portland Street per the plan in the report.
4. That Council approve the installation of yellow edgelines on all four corners of Tavistock Street and Tangarra Street within the existing "No Stopping" zones.

(ITEM LTC14/21) ROSE STREET, CROYDON PARK - REQUEST FOR MOBILITY PARKING SPACE

Recommendation

That Council approve the installation of one on-street mobility parking space on the western side of Rose Street, directly north of the 'No Stopping' restriction (on the side boundary of property 235 Georges River Road) per the plan in the report.

(ITEM LTC15/21) REQUEST FOR ADDITIONAL AUSTRALIAN POST ON-STREET PARKING SPACE

Recommendation

That Council approve the installation of 'No Parking – Australia Post Vehicles Excepted' restrictions at the below locations:

- 33 Belmore Street, Burwood
- 41 Conder Street, Burwood

(ITEM LTC16/21) 2021 BURWOOD FESTIVAL - TRAFFIC MANAGEMENT

Recommendations

1. That Council approve the full road closure of Park Avenue, Burwood, between Burwood Road and Park Road, from 5.00am to 10.00pm on Sunday 17 October 2021.
2. That Council approves the attached TCP clearly showing all proposed advance warning signage and detours.

3. That Council approve the existing parking spaces in Comer Street Burwood, to be reserved for VIP guests, event organisers and emergency vehicles on the day of the event.
4. That the transport for NSW (TfNSW) and the Traffic Management Centre (TMC) are notified of the festival at least one week prior to the event date.
5. That all proposed temporary VMS boards are approved for installation at the locations specified for a period of one week prior to the event date.

(ITEM LTC17/21) 2021 EATS&BEATS BURWOOD SPRING EVENT - TRAFFIC MANAGEMENT

Recommendations

1. That Council approve the full road closure of Burwood Road between Railway Parade and Park Avenue from 3.00pm to 12.00am on Sunday 26 September 2021.
2. That the Transport for NSW (TfNSW) and the Traffic Management Centre (TMC) be notified of the event at least one week prior to the event date.
3. That all proposed temporary VMS boards are approved for installation at the locations specified for a period of one week prior to the event date.

(Moved Councillor George Mannah/Seconded Councillor Lesley Furneaux-Cook)

INFORMATION ITEMS

(ITEM IN16/21) ANSWERS TO QUESTIONS ON NOTICE - COUNCIL MEETING OF 29 JUNE 2021

File No: 21/3784

Summary

At the Council Meeting of 29 June 2021 the following Questions on Notice (QoN) were submitted by Councillors. Council Officers responded to the QoN and Councillors were notified on 19 July 2021 of the outcome of the QoN.

Operational Plan Objective

2.1.3 Ensure transparency and accountability in decision making.

This is now submitted as part of the Council Agenda for Public Notification:

QUESTIONS ON NOTICE – COUNCIL MEETING OF 29 JUNE 2021	
Question	Response
<p><u>Cr Furneaux-Cook</u></p> <p>Question 1 Has Council considered click and collect as part of our response to Covid-19 for patrons of the library?</p>	<p><u>Director Community Life</u></p> <p>Burwood Library commenced its Click and Collect Service on Friday 9 July 2021. The service enables all Burwood Library members to reserve up to 10 items online via the Library Catalogue or via the Library App. Alternatively, customers can contact library staff to make reservations during the revised Click and Collect Service Hours (Monday–Friday 10.00am to 4.00pm and Saturday-Sunday</p>

	<p>from 12.00pm–4.00pm) on 9911 9999 or via email to library@burwood.nsw.gov.au. For the safety of members of the community and staff, the service is a contactless service and is conducted in a COVID-safe manner.</p> <p>Please note that Council's Digital Collection also remains available and allows 24/7 access to eBooks, eAudio and eMagazines. Council's Home Library Service is also continuing to operate during the closure period for existing customers and residents who are unable to access the Click and Collect Service due to age, illness or incapacity, either temporarily or permanently. If community members are self-isolating, they are also able to access the Home Library Service. For the safety of members of the community and staff, the Home Library Service is also currently operating as a contactless service.</p> <p>Library Programs are continuing to be delivered online wherever possible.</p>
<p><u>Cr Furneaux-Cook</u></p> <p>Question 2 What are the current arrangements for Council casuals during this lockdown?</p>	<p><u>Director Community Life</u></p> <p>Council engages casual employees across two main service areas, the Enfield Aquatic Centre and the Burwood Library. Both of these facilities have been closed since Sunday 27 June 2021 in accordance with the NSW Stay at Home Order.</p> <p>Council has offered redeployment opportunities to casual employees wherever feasible and operationally required, however, ongoing redeployment opportunities cannot be guaranteed.</p> <p>On 13 July 2021, new Commonwealth support payments were announced, including COVID-19 Disaster Payments for individuals requiring temporary financial assistance who have been impacted by the NSW Stay at Home Order. Information about this program and other support measures available has been circulated to all Council employees.</p>

No Decision – Information Item Only

(ITEM IN17/21) MAYORAL DISCRETIONARY GRANTS - PERIOD ENDING 30 JUNE 2021

File No: 21/31307

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 30 June 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.

Operational Plan Objective

- 1.1.1 Provide a diverse range of strategies and initiatives that meet the needs of the community
- 2.1.2 A well informed, supported and engaged community.

No Decision – Information Item Only**(ITEM IN18/21) SAFE AND CLEAN TEAM - PERFORMANCE REPORT
JANUARY - JUNE 2021**

File No: 21/32177

Summary

This report provides performance information on the Safe & Clean Team for the 2021 period.

The Safe & Clean Team operates on a daily basis between the hours of 10am to 6pm and patrols all main business streets in the Burwood Local Government Area as defined in the contract including Burwood Road, Liverpool Road, The Boulevarde, The Strand and Georges River Road.

The Safe & Clean Team focuses on ensuring that the main business streets are always clean by removing light litter and cleaning infrastructure as well as reporting all crime activity to Police and local law breaches to Council. Additionally the team provide a key visual presence for Council along the main commercial streets during the above hours.

Below highlights the performance for the January 2021 - June 2021 period:

Activity	Rubbish removed from roadway	Shopping trolleys reported & removed into side streets	Advertising posters removed	Report Graffiti on Council Property	Report Road Obstructions	Small spills clean ups
January	1012 litres	54	26	0	0	92
February	1123 litres	148	25	4	3	50
March	1896 litres	121	20	5	1	43
April	1536 litres	173	57	7	3	20
May	1943 litres	185	25	0	0	45
June	1184 litres	75	45	1	1	10
Total	8694 litres	756	198	17	8	260

Note: The shopping trolleys left abandoned on the streets were removed by the trolley owner. During the period, shopping trolleys not removed by the trolley owner within a specific timeframe were processed, impounded and fined. This impounding process has ensured that the majority of trolleys are removed from the streets on a daily basis.

The advertising posters were mainly small handwritten signs placed on poles which were physically removed by the Team.

Rubbish removed from the roadway highlights that Burwood Road has the highest amount of light rubbish dumped on the street and this could be explained by the high volume of pedestrian traffic in this section of the roadway.

Due to the current heightened Covid 19 risk and NSW Health advice, the Safe and Clean team have been asked to prioritise wiping down touch points in the town centers. The increased activity and visibility of the Safe and Clean team has been well received by the community.

Overall the presence of the Safe & Clean Team has made a huge impact towards beautification of the main streets and the safety of the local community.

No Decision – Information Item Only

CONFIDENTIAL ITEMS - CLOSED SESSION**95/21 RESOLVED** (carried unanimously)

That the meeting move into closed session in order to consider items MM19/21 and MM20/21.

(Moved Councillor Heather Crichton/Seconded Deputy Mayor Ernest Chan)

THERE WERE NO REPRESENTATIVES FROM THE PUBLIC TO ADDRESS THE COUNCIL BEFORE THE RESOLUTION TO MOVE INTO CLOSED SESSION WAS CARRIED.

THE MEETING MOVED INTO CLOSED SESSION AT 7.31 PM THE PUBLIC AND PRESS EXCLUDED FROM THE MEETING.

THE MEETING RESUMED IN OPEN SESSION AT 7.37 PM

The Mayor reported to the Meeting that Council resolved to support the recommendations in the reports for Item MM19/21 and Item MM20/21.

(ITEM MM19/21) GENERAL MANAGER PERFORMANCE REVIEW 2021/21

File No: 21/33913

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.

96/21

RESOLVED (carried unanimously)

That:

- a) Council note that the General Manager, Tommaso Briscese, has performed exceptionally well in meeting the requirements of his Performance Agreement and in managing the impacts of COVID-19 since his appointment in December 2019
- b) having regard for the impact of COVID-19 on the organisation, the Council agree with the General Manager's proposal for Council to not award him any performance increase in salary in 2021 and simply apply the relevant Senior and Other Officers Remuneration Tribunal determination adjustment from the General Manager's anniversary of service on 16 December 2021
- c) the major projects and priorities for 2021/22 listed in the separately circulated report are adopted for inclusion in the General Manager's Performance Agreement for 2021/22.

(ITEM MM20/21) GENERAL MANAGER CONTRACT RENEWAL

File No: 21/33914

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.

97/21

RESOLVED (carried unanimously)

That Council:

- a) note that the General Manager, Tommaso Briscese, has performed exceptionally well in meeting the requirements of his current Performance Agreement and in managing the impacts of COVID-19 since his appointment in December 2019

- b) renew the General Manager's contract of employment under Clause 5 of the Contract, and a new contract of employment be offered to Tommaso Briscese for a 4-year term commencing 2 August 2021
- c) authorise the Mayor to negotiate the terms and conditions of the new contract of employment with the General Manager consistent with the 2011 Office of Local Government *Guidelines for the Appointment and Oversight of General Managers*
- d) authorise the Director People and Performance to prepare a fresh employment contract for Tommaso Briscese in accordance with the terms and conditions negotiated by him with the Mayor.

This concluded the business of the meeting and Council rose at 7.40 pm.

The Minutes of the Ordinary Meeting held on 27 July 2021 were submitted for confirmation by council on 24 August 2021 and were confirmed with one amendment by resolution 100/21. The confirmed Minutes were signed by the Mayor, John Faker, after the meeting of 24 August 2021.