



Burwood Inc.1874
Burwood . Burwood Heights . Croydon . Croydon Park . Enfield . Strathfield

Ordinary Meeting

Notice is hereby given that a meeting of Burwood Council will be held in the Conference Room, Level 1, 2 Conder Street, Burwood on Tuesday 23 May 2023 at 6:00pm to consider the matters contained in the attached Agenda.

The public gallery will be open for those wishing to observe the meeting. In addition, an opportunity to observe the meeting via audio visual link will also be made available.

Public Forum

A public forum will be held at 6:00pm, prior to the commencement of the meeting, to allow members of the public to make oral submissions about an item on the Agenda for the meeting. The opportunity will also be provided to speak via audio visual link.

Anyone wishing to address Council during the public forum will need to register by 2:00pm on the day of the meeting. A person wishing to speak must indicate the item of business on the Agenda they wish to speak on and whether they wish to speak 'for' or 'against' the item. Registrations to speak can be lodged on [Council's website](#).

The Council Meeting will commence immediately after the conclusion of the Public Forum. In the event there are no speakers registered, the Public Forum will not be held and the Council Meeting will commence promptly at 6:00pm.

Tommaso Briscese
General Manager

Councillors



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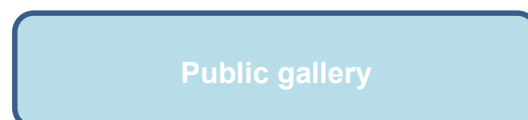
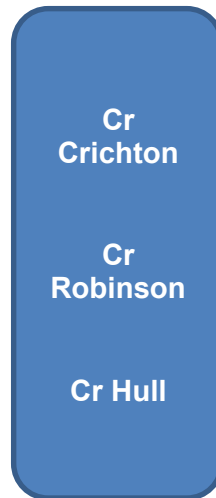
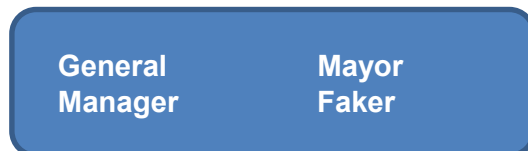


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Council meeting room



Agenda

For an Ordinary Meeting of Burwood Council to be held in the Conference Room, Level 1, 2 Conder Street, Burwood on Tuesday 23 May 2023 immediately after the Public Forum commencing at 6.00pm.

1. Prayer
2. Acknowledgement of Country
3. Statement of Ethical Obligations
4. Apologies
5. Declarations of Interest
6. Declaration of Political Donations
7. Confirmation of Minutes
8. Mayoral Minutes
9. General Business

Mayoral Minutes

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Mayoral Minute

(Item MM1/23) Heritage Investigation - Woodside Avenue, Burwood

File No: 23/18813

Mayoral Minute by Cr John Faker (Mayor)

Summary

I have been recently approached by community members who have brought to my attention the current listing for sale of the property *Amsterdam* at 23 Woodside Avenue, Burwood. The property is not currently heritage listed or within a heritage conservation area in Burwood Local Environmental Plan 2012.

I have been advised by the General Manager that while there is no indication at present that the dwelling is at threat of demolition or substantial alteration, but the imminent sale of the dwelling which is on a significant sized block (over 1,000sq m) increases the risk that the site will be purchased for its redevelopment potential. This property is also adjoined by similar style dwellings on large blocks.

Victorian and Federation style houses are an important feature in the Strathfield and Burwood area, and it is important that consideration be given to ensuring that properties with heritage significance are retained, protected and maintained to ensure that future generations are able to enjoy them and understand our history.

I am informed that an initial heritage review has been conducted which would suggest that 23 Woodside Avenue, along with neighbouring properties have the potential to be worthy of heritage protection. I consider it appropriate to conduct a formal heritage assessment and bring a further report back to Council on findings.

Operational Plan Objective

A.16 Deliver initiatives that promote and improve access to local heritage
C.3.2 Protect our unique built heritage and maintain or enhance local character
P.13 Identify and plan for built heritage and local character

I therefore move that:

1. The General Manager initiates a preliminary in-house heritage review of the properties in Woodside Avenue, Burwood and if deemed appropriate, a further report be brought back to Council seeking authorisation to proceed with heritage listing if considered appropriate.
2. The General Manager be authorised to obtain an Interim Heritage Order (IHO) if it becomes apparent that there is an imminent threat to the property located at 23 Woodside Avenue.
3. It is also requested that the General Manager write to the current owners of 23 Woodside Avenue and other properties being considered for heritage listing, to inform them of the preliminary heritage investigation and this mayoral minute.

Attachments

There are no attachments for this report.

Mayoral Minute

(Item MM2/23) Damaging Increase In Emergency Services Levy Costs

File No: 23/20931

Mayoral Minute by Cr John Faker (Mayor)

Summary

I urge Councillors to support representations to the NSW Government regarding the significant increase in the Emergency Services Levy (ESL) imposed on all councils without warning for the 2023/24 financial year.

The ESL is a cost imposed on councils and insurance policy holders to fund emergency services in NSW. The majority is paid through insurance premiums, with additional funding from councils and the NSW Government. This cost-shifting unfairly burdens councils, as they have no means to recover these expenses.

The levy increase for the State's 128 councils in 2023/24 amounts to nearly \$77 million, resulting in a total cost of \$219 million for the local government sector next year. This represents a staggering 53.1% increase, far surpassing the baseline rate peg set by IPART of 3.7% for 2023/24. This increase will consume most, if not all, of the approved rate rise for councils.

The substantial budget increases for the State Emergency Service and Fire and Rescue NSW contribute to this rise. Furthermore, the NSW Government's decision to eliminate the subsidy for council ESL payments exacerbates the financial strain on councils.

Many councils will bear the brunt of these unexpected costs, depleting their budget allowances and forcing cuts to infrastructure and services expenditure. This comes at a time when councils are already grappling with the challenges posed by the pandemic, extreme weather events, inflation, and wage increases.

Burwood Council's ESL has increased by \$191,757.03 for 2023/24, bringing the total contribution to \$1,086,873.19, an increase of approximately 21.4%. This represents a significant portion of the expected increase in rate income for the year. If the NSW Government does not reverse its decision, Council will have to make cuts to roads and footpath maintenance, parks and reserves maintenance, or street cleansing.

The timing of this development is particularly problematic as it comes late in the local government budgeting cycle, well after IPART has determined the rates for the upcoming financial year.

While supporting a well-funded emergency services sector and acknowledging the vital work of emergency services workers and volunteers, it is crucial to establish an equitable, transparent, and sustainable funding model for these services.

Local Government NSW has expressed the sector's concerns to the NSW Government and seeks the support of councils across the state to amplify this advocacy.

Operational Plan Objective

C.11.1 Conduct Council business with transparency, accountability, compliance and probity that ensures community confidence in decision making

P.45 Prepare, monitor and review Long Term Financial Plan with a sustainable outlook, a 4-year forecast and an annual budget in accordance with the Local Government Act

I therefore move:

That Council:

1. Urges the NSW Government to:
 - a) restore the Emergency Services Levy (ESL) subsidy
 - b) decouple the ESL from the rate peg to enable councils to recover the full cost
 - c) develop a fairer, more transparent, and financially sustainable method of funding emergency services.
2. Informs the Independent Pricing and Regulatory Tribunal (IPART) about the financial impacts of the ESL.

Attachments

There are no attachments for this report.

Mayoral Minute

(Item MM3/23) Calling on the NSW Government to Re-Commit to the Delivery of the Burwood North Metro Station

File No: 23/22342

Mayoral Minute by Cr John Faker (Mayor)

Summary

The Sydney Metro West project represents a transformative opportunity for our region, addressing the pressing need for increased transport capacity, improved connectivity, and enhanced liveability. As our population continues to grow, it is imperative that we invest in sustainable and efficient transport solutions.

Council and our community have long expressed support for the Burwood North Metro Station, recognising its crucial role in shaping the future of our region. However, in light of the State Government's recent announcement that a review would be undertaken of the Sydney Metro West Project, it is more important than ever that we receive a firm commitment from the NSW Government to the delivery of this vital transport infrastructure in Burwood.

The benefits of this project extend beyond improved transportation; it will serve as a catalyst for economic growth, job creation and urban renewal. It will unlock opportunities for sustainable development and promote connectivity between our community, educational institutions, businesses and employment hubs.

It should also be noted that while the Sydney Metro is undoubtedly a positive step, future-proofing our existing infrastructure is also necessary to effectively address current and future commuter demands.

The Burwood Railway Station serves as a major transportation hub not only for Burwood but surrounding suburbs. It experiences high passenger volumes during the day and night, and continues to see a steady increase in demand, which will only exacerbate the existing congestion.

I strongly urge the NSW Government to consider the construction of a second entry to Burwood Railway Station to ensure the safety, convenience, and efficiency of the thousands of passengers relying on this vital transport hub every day.

Burwood Council stands ready to support and collaborate with the NSW Government in any way necessary to facilitate the successful realisation of these critical projects.

Operational Plan Objective

- C.4.2 Plan for a city that is safe, accessible and easy to get to and move around in
- C.11.3 Build and maintain strong partnerships and advocate on behalf of the community

I therefore move that:

1. The Mayor write to the Premier calling on the NSW Government to formally re-commit to the delivery of the Burwood North Metro Station.
2. The Mayor write to residents in Burwood reinforcing Council's commitment to seeing the Burwood North Metro Station realised.
3. The Mayor write to the Minister for Transport calling on the NSW Government to investigate options for a second entry at Burwood Railway Station.

Attachments

There are no attachments for this report.

(Item 27/23) Community Grants 2022-2023 Funding Recommendations

File No: 23/18074

Report by Director Community Life

Summary

This report provides recommendations for the allocation of funding under Council's Community Grants Program 2022/23 for consideration and approval by Council.

All funding recommendations are outlined under Attachment 1 of this report.

Operational Plan Objective

1.1.1: Provide a diverse range of strategies and initiatives that meet the needs of the community.

Background

Burwood Council runs an annual program of community grants that provides funds to local community organisations to run activities, events and programs to support the Burwood community. This year the total pool of funds available under the program is \$55,000.

The Community Grants Program 2022/23 round opened in November 2022 with applications closing on Friday 24 February 2023. Forty (40) applications were received requesting a total of \$178,768.50.

An Internal Assessment Panel comprising of members from Council's Community and Culture Team assessed the applications received in accordance with the Program Guidelines. The Guidelines have been included under Attachment 2 of this report for information. The Internal Assessment Panel uses the Program Guidelines, and their knowledge of the local community and organisations that service residents, to give consideration to the best use of available resources to address the most critical needs in the community.

A total of 23 applications are recommended for funding as outlined in the Assessment Panel Ranking Table included as Attachment 1. The Community Grants Program is a competitive process and reasons for not recommending funding for the remaining applications are also summarised in the attachment, including potential alternative funding sources or forms of assistance that may be offered where possible.

Council will offer all unsuccessful applicants an opportunity to receive feedback on their grant application. This will provide unsuccessful applicants with an understanding of how to improve their application and resubmit to future rounds of the Community Grants Program or to make an application for the ClubGrants Program, which closes on 31 May 2023.

Consultation

An online information session was held in January 2022 for organisations that were interested in applying. Council will additionally notify all applicants of the outcome of their application. Unsuccessful applicants will be offered feedback and support wherever feasible, including information about other available grant opportunities.

Priority areas, as outlined in the guidelines include:

- Projects that improve access to services and increased participation in community life by isolated community members.
- Projects that prevent and raise awareness of mental health.

- Projects that promote physical activity, health and wellbeing.
- Projects that promote social cohesion and community participation with a particular focus on projects that promote cross-cultural or inter-generational understanding and community connection.
- Projects that address racism and promote community harmony.
- Projects that improve access to services that address homelessness and the drivers of homelessness.
- Projects that increase the provision of domestic violence services and support.
- Projects that provide opportunities to increase participation of women and girls.
- Projects that support the re-activation of sectors significantly impacted by COVID-19, including the arts and cultural sector and community sport.
- Projects that support and increase participation in volunteering.
- Partnership projects that strengthen the capacity of local organisations to work collaboratively to address issues affecting local communities.
- Community development projects that engage the community in local environmental initiatives and sustainability principles and practices.
- Projects that support the participation of people with disability and their carers in local activities and services.
- Projects that support and celebrate cultural diversity through strengthening intercultural understanding.
- Projects that support parents in the education of their children and improve their capacity to support learning at school.
- Projects that use sporting and recreation activities for community development outcomes.
- Projects that use arts and cultural activities for community development outcomes.

Planning or Policy Implications

All applications submitted under the Community Grants Program 2022/23 have been assessed in accordance with the eligibility and selection criteria outlined in the Community Grants Program Guidelines. The report recommendations also meet the legislative requirements prescribed under Section 356 of the *Local Government Act 1993*.

Financial Implications

Funds totalling \$55,000.00 are available within the 2022/23 financial year budget for this valuable program.

Options

Council can opt to endorse the funding recommendations of the Internal Assessment Panel or amend the funding allocations. Should Council opt to grant additional funds beyond the \$55,000 funding pool available a funding source should be identified.

Conclusion

The 23 applications recommended for funding under the Community Grants Program 2022/23 aim to deliver significant community benefits across the Burwood Local Government Area. The recommendations of the Internal Assessment Panel are submitted for Council's consideration and adoption.

Recommendation(s)

That Council:

1. Adopts the 23 applications recommended for funding as outlined in Attachment 1 and allocates \$55,000 from the Community Grants Program budget 2022/23.
2. Advises all applicants of the outcome of their application and provides feedback and support to applicants that were unsuccessful.

Attachments

- 1 Community Grants Guidelines 2022-2023
- 2 Community Grants Recommendations - 2022-23



Community Grants Program Guidelines 2022/2023



Introduction

Burwood Council makes funds available under its annual Community Grants Program to community organisations and groups within the Burwood Local Government Area (LGA), or those working with the local community, to support the delivery of services and programs that build an inclusive, vibrant and sustainable Burwood. Funded projects should deliver social, cultural, recreational and/or environmental benefits to the local community.

The Community Grants Program assists Council to achieve strategic objectives outlined in the *Community Strategic Plan - Burwood2036*.

Community Grants Program objective

To encourage the development and implementation of collaborative community-based programs, projects and events that address identified social, cultural, recreational and environmental community needs and provide benefits to the residents of the Burwood LGA.

Eligibility criteria

In order to be eligible for funding, applicants must:

- Be a legally registered, incorporated not-for-profit organisation (or group). Unincorporated groups may be sponsored (auspiced) by an incorporated not-for-profit organisation.
- Have a current registered Australian Business Number (ABN).
- Be currently located or delivering services/projects in the Burwood Local Government Area.
- Be able to provide proof of public liability insurance (minimum of \$10 million cover).
- Be able to demonstrate they have acquitted any previous grants from Council.

Selection criteria

- Applications must be for a specific project that addresses the Community Grants Program Objective and an identified funding priority.
- Applications must be aligned with at least one of the key strategic goals of Council's *Community Strategic Plan – Burwood2036*. Please refer to the summary on page two. The full plan is available online at <https://www.burwood.nsw.gov.au/Our-Council/Burwood2036>.
- Projects must be well defined with a clear budget.
- Applications, whether submitted online, via Smartygrants, must be completed in full and be received by Council by the closing date - late applications will not be considered.
- Projects must not duplicate existing programs or services.
- Projects must provide a clear benefit to the local community. Residents of the Burwood LGA must be the primary beneficiaries of the project.
- Grants are designed to provide funding for one-off projects and there will be no commitment from Council for ongoing funding for the same project.



Community Grants Guidelines 2022-2023

Funding available 2022/2023

Applications for the 2022-2023 funding round open 9am, Monday 21 November 2022 and close 4pm, Friday 24 February 2023.

The total annual funding pool available for 2022-23 is \$55,000. The maximum amount per application is \$5000.

Strategic goals and funding priorities 2022/2023

Applications must address one or more of the following priority areas for funding:

Key strategic goals	Priority areas for funding
<p>A welcoming community that cares and looks after each other</p> <p>A healthy and active lifestyle where people experience a sense of connection and wellbeing</p>	<ul style="list-style-type: none"> • Projects that improve access to services and increased participation in community life by isolated community members. • Projects that prevent and raise awareness of mental health. • Projects that promote physical activity, health and wellbeing. • Projects that promote social cohesion and community participation with a particular focus on projects that promote cross-cultural or inter-generational understanding and community connection. • Projects that address racism and promote community harmony. • Projects that improve access to services that address homelessness and the drivers of homelessness. • Projects that increase the provision of domestic violence services and support. • Projects that provide opportunities to increase participation of women and girls. • Projects that support the re-activation of sectors significantly impacted by COVID-19, including the arts and cultural sector and community sport. • Projects that support and increase participation in volunteering. • Partnership projects that strengthen the capacity of local organisations to work collaboratively to address issues affecting local communities. • Community development projects that engage the community in local environmental initiatives and sustainability principles and practices. • Projects that support the participation of people with disability and their carers in local activities and services. • Projects that support and celebrate cultural diversity through strengthening intercultural understanding. • Projects that support parents in the education of their children and improve their capacity to support learning at school. • Projects that use sporting and recreation activities for community development outcomes. • Projects that use arts and cultural activities for community development outcomes.

Grants will NOT be provided for:

- Recurrent salary costs or contributions to salary costs of existing positions in an organisation.
- Political purposes or religious instruction.
- Money that has already been spent or projects already undertaken.
- Projects being conducted by an organisation which has substantial unallocated resources.
- Projects being conducted by individual persons, commercial enterprises or government agencies.
- Projects that require ongoing funding from Burwood Council beyond the current year.
- A core service that is funded by another source e.g. Federal or State Government.

Assessment and Notification Process

1. All applications will be assessed by an Internal Assessment Panel made up of Council staff with subject matter expertise.
2. Recommendations of the Internal Assessment Panel will be made with reference to the eligibility and selection criteria.
3. Priority of applications will be determined by the following:
 - Alignment with one of the 'key strategic goals' and 'priority areas for funding', including projects that address COVID-19 impacts and/or support community recovery and re-activation.
 - Innovative or new programs that address an identified community need.
 - Partnership projects that strengthen the capacity of organisations to work collaboratively to address issues affecting the community or that enhance the capacity of the local community to address local issues.
 - Projects and activities that will have medium to longer term benefits.
4. Recommendations for funding allocations will be reported to a Council Meeting for determination in the fourth quarter of the financial year (March to June). Council has the final decision-making authority for the determination of funding allocations.
5. Following the decision at a Council meeting, all applicants will be notified of the outcome of their application. The decision will also be included in the Council Meeting Minutes.
6. Grant recipients must enter into a funding agreement with Council and meet all requirements of project delivery, any funding conditions and acquittal.



Further Information

Applications for the 2022-2023 funding round close at 4pm, Friday 24 February 2023.

For further information, please contact Council on 9911 9911 and ask to speak to the Manager Community and Culture. If you require interpreting support, please phone the Telephone Interpreting Service on 13 14 50 and ask them to contact Council on 9911 9911.

Community Grant Applications 2022/2023

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood-2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
Eurella Community Services	Eurella Cooking Collective – Funds are to expand their social enterprise offerings, primarily through upgrading kitchen facilities in their Burwood-based day program building. The refurbishment will provide an accessible, commercial kitchen for the delivery of cooking and hospitality programs for people with disabilities. Programs equip people with intellectual disabilities with employable skills across the hospitality and food service industries.	\$1447.50	5	5	5	5	5	13	5	43	\$1500.00	Recommended. The Project and organisation has recognised local community benefit and the project will be valuable for a sector of the community that still feels the impacts of the recent pandemic and associated hardships.
Dancing Hearts Services	Disability Dance Program – Weekly dance program for people of all ages with disabilities incorporates various dance styles, choreographies, and routines. Promotes fitness, mobility, coordination, and social interaction, providing participants with opportunities to meet new friends	\$2500.00	5	5	5	5	5	12	5	42	\$2500.00	Partial funding recommended. Valuable project and highly relevant to the local community in breaking down barriers and easing social isolation.
The Greek Orthodox Parish and Community of Burwood and District Saint Nectarios Limited - Youth In Action	Fuse Fest – Celebrating a diverse and connected world. - The event includes a full stage line-up, featuring dance and musical acts from a diverse range of cultures. The event also includes market stalls, food and activities for children and youth, as well as a charity component, with their youth choosing a charity to support and seek donations for as part of the event.	\$2500.00	5	5	5	5	5	12	5	42	\$2000.00	Recommended. 2k - Funding Fuse fest as this event will have greater reach into the community and have great impact for younger people compare to the other project.
St Pauls Church Burwood - No 1	Parish Pantry – Supplies food, toiletries, clothing, and bedding to all in need in our community at no cost to those who come for help. They provide nearly 5,000 meals per week. Also advocates on behalf of anyone experiencing difficulty with government agencies, landlords, and in any other capacity. Requesting funding for increased demand every week.	\$5000.00	5	5	5	5	5	11	5	41	\$5000.00	Recommended. A very worthy local charity that is meeting an identified and increasing need.
Community Action for Better Living (CABL) formerly known as BCWS	Caring for children aged under 8 – Provide a free course; 3 Sessions with 15 participants each session for local community members. A bespoke course developed and piloted by CABL and tailored towards grandparents and parents, teaching them how to respond to common emergencies, perform CPR for babies and administer first aid for children. The pilot was delivered by licensed provider First Aid Coach Sydney who will also be engaged to deliver future sessions if funded.	\$3870.00	5	5	5	5	5	11	5	41	\$3375.00	Recommended. To cover the facilitator cost as this project will be a crucial and potentially lifesaving need. Funding for the first aid kits or water bottles which can be purchased by the participants after the course not recommended.

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
Women's and Girl's Emergency Centre	We ae women in Touch – An 8-week program running during School Terms to provide a safe space for women to come together for social connection while also providing information for safety, wellbeing, economic security, housing, children and young people. This program will be open to WAGEC's Women from Crisis Accommodation, Transitional Housing, Outreach Support, old clients as well as individuals from the LGA to connect and learn.	\$5000.00	5	5	5	5	5	11	5	41	\$2325.00	Partial funding recommended. The project meets needs for a marginalised group.
Metro Assist	Intensive full day seminar and follow up workshops for Chinese multigenerational families in the Burwood LGA - Aim to bring together community partners (including Burwood Council and local Chinese community organisations and leaders) to deliver a full day seminar and follow up workshops for Chinese parents and grandparents experiencing family conflict in multi-generational households in the Burwood LGA. Purpose is to address family conflict and improve wellbeing through building.	\$5000.00	5	5	5	5	5	11	5	41	\$2000.00	Partial funding recommended. To account for the content development and facilitator to meet a recognised need.
Special Children Services Centre Inc.- No 2	Saturday group activities for Senior carers/volunteers of Children with disability - A series of activities to enhance the social, physical, and mental well-being for seniors and carer groups. The activities provided are multicultural dance and movement classes, iPad, and yoga classes. Each of the classes will be instructed by professional instructors to enhance the wellbeing of senior carers/volunteers of children with disabilities. The project will run for 12-months (approx. 20 sessions) for the senior group from March to February 2024.	\$4800.00	5	5	5	5	5	11	5	41	\$2500.00	Partial funding recommended. The project meets needs for a marginalised group.
Dae Hahn Culture School - No 2	Dae Hahn Culture School Film Project - Funds to train members to develop films about ethnic Korean seniors life journey as migrants by using their smart phones and encourage them to video record the significant people and places in their life in Sydney and to write their stories . Films will be edited by skilled people to create a final product for public exhibition.	\$5000.00	5	5	5	5	5	10	5	40	\$3000.00	Partial funding recommended. The creative project will meet identified needs as well as provide additional audio-visual content for the Burwood LGA. Partial funding is recommended to cover the video editing and facilitating costs.
Sunnyfield Disability Services	Keep us in the Community – 20 children with disability during the school holidays, offering them opportunities to socialise with friends, take part in fun activities around their community and learn new skills. During the school holidays Sunnyfield run their vacation care out of Enfield Public School, programs include Arts and craft sessions, Zumba classes and many more fun activities planned are all based in and around the Burwood LGA.	\$2000.00	5	5	5	5	5	9	5	39	\$2000.00	Recommended. Rising cost of living means recreational activities are the first to be cut for many families. These programs are highly beneficial to children with disabilities, facilitated by a local service.

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
St. Merkorious Charity Association Inc.	Serving Burwood Community Corrections - Tackling poverty from the root through love, compassion, and tolerance, and provide support, relief, and hope for people going through tough times. Program aims to provide 40 meals per week to Burwood Community Corrections to help care for people on probation and parole. Burwood Corrections provides two weekly classes for disadvantaged people on parole and probation, Funds will provide 20 hot meals each for these classes to encourage the people to join the class.	\$15000.00	5	5	5	5	5	9	5	39	\$5000.00	Partial funding recommended. A project is meeting a significant and growing need. The panel has recommended the maximum allowable for funding under the community grants program. The application requested greater funds then can be accommodated by this grants process.
Ebenezer Mission Ltd.	Disability Job Training / Maintaining Employment – Funds to train baristas and candle makers at the Burwood centre. Training for elderly and young people and people with disability.	\$5000.00	5	5	5	5	5	9	5	39	\$2600.00	Recommended. This is as an essential service provider offering reactional and training for people in our community.
CASS CARE LTD - No 2c	Individual Support Gathering Group – The changing climate, and accumulated impacts of multiple stresses has resulted in many people with disability staying home isolated from their usual social groups and community. This project will organize outings and indoor activities for participants to reconnect with people who share similar backgrounds, to provide supported social participation to build wellbeing, so they can build lifelong friendships. Activities include Art class, walks, picnics & BBQs.	\$5000.00	5	5	5	5	5	9	5	39	\$2500.00	Partial funding recommended. Covering program costs and travel expenses for a valuable project.
Sporting Libraries	Basketball Street Library and Ball Pump - The project will see the installation of a dedicated basketball stand, ball pump and inflation gauge signage at the basketball courts in Grant Park, Enfield. The basketball share stand and pump provides a place for people to donate basketballs and keep them properly inflated. A street library for the courts. Project aims to make sure that there are no barriers to spontaneous play.	\$2500.00	5	5	5	5	5	9	5	39	\$2500.00	Recommended. The project cuts down on waste, and makes sport more affordable for all. The Panel recognises the need for this project.
Carers Community Support Group	A community support group for parents and carers of children with autism and ADHD - A support group that meets weekly over a 5-week period in English & mandarin, supporting parents and carers of children with autism and ADHD, servicing the Burwood LGA. The support group will provide an environment for peer support as well as group counselling/ psychoeducation, promoting self-care and wellbeing, facilitated by a trained counsellor.	\$4900.00	5	5	5	5	5	9	5	38	\$2500.00	Recommended. Funding will cover the majority of cost for this project, if other costs cannot be funded internally then recommend they apply for Club Grants. Funds are for the councillor to facilitate

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
Asian Women at Work Inc.	Women's Brush and Blossom – 10-week class to improve mental health and reduce social isolation among migrant senior women by providing a supportive community that focuses on the practice of Chinese painting and calligraphy and participants will be able to reduce stress, improve concentration and mental health, foster a sense of belonging and empowerment, and boost their creativity.	\$5000.00	5	5	5	5	5	8	5	38	\$3000.00	Recommended. Further funding for the facilitator cost on the condition that the project is run in Burwood LGA.
Wrap with Love Inc.	The group knits and crochets squares that are then sewn together to create wraps (blankets) for people who are homeless, in women's shelters, prisoners released from gaol. Last year the group created 247 wraps.	\$500.00	5	5	5	5	5	7	5	37	\$500.00	Recommended. It serves multiple functions; keeps seniors active and social, and providing blankets for people in need.
Inner West Neighbour Aid Incorporated -	A 3 days per week, photographic project involving outings and activities based around historical buildings, parklands and multicultural eateries in the Burwood LGA. The project primarily targets multicultural aged residents living independently in Burwood LGA. The project will culminate in an exhibition of select participants photographic works and the production of a calendar. Activity groups will be held at the Croydon Park Club, and outings will be to various locations within and outside of the Burwood LGA. The photographic exhibition will be held at a suitable venue in Burwood LGA.	\$5000.00	5	5	5	5	5	6	5	36	\$2000.00	Partial funding recommended. contribution for printing and cameras, valuable project with an interesting project, however a costly project for a limited community benefit.
Fusion Australia	The Empower Project will enable youth workers to deliver workshops once a week (over six months) targeting three particular interests. The project will utilize specialist facilitators skilled in each interest area and ensure that the participants are engaged and work towards the outcomes of the workshops.	\$4250.00	5	5	5	5	5	6	5	36	\$2500.00	Partial funding recommended. Funding to our local youth service provider, to fund the music and art programs, as these are affordable beneficial programs for Burwood youth.
Climate Action Burwood Canada Bay	(CABCB) Pamphlets - Community education around climate change and what actions communities and individuals can take to address this problem: 1) Produce pamphlets on aspects of climate action, translated & printed in multiple languages (Chinese, Italian, Nepalese, English) to be distributed in Burwood LGA Have translations into Chinese of information on	\$4360.00	5	5	5	5	5	6	5	36	\$700.00	Recommended. Funding toward the translation of the website. The Panel does not recommend printing services for flyers due to Council stance on reducing paper use.
Sydney Chinese Drum Art Troupe Incorporated	Chinese Waist Drum Dance and Chinese Traditional Dance Program Project is targeted at local elders to engage them in traditional art activities. Enjoyment for the body and mind, strong body as well as providing important spiritual help, physical and mental health to community residents and the elderly. Promotes entertainment and dancing.	\$2500.00	5	5	5	5	5	5	5	35	\$1000.00	Recommended. Payment for tutor and equipment for this project.

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Chinese Australian Services Society Ltd.	Speaker Corner – Speaking English is fun! To help new migrants settle into the Australian community by providing a platform to learn and use practical day to day English. It also offers volunteer tutors the opportunity to interact with people from different cultural backgrounds and put their teaching skills into practice.	\$4625.00	5	5	5	5	5	6	0	31	\$2000.00	Partial funding recommended. Funded for tutor and program officer job. Balance needs to be funded internally as Council already subsidises the room hire as this is part of our suite of community programs.
The Shepard Centre for deaf children	Music therapy program for children with hearing loss and their families in the Burwood area - 8 weekly sessions which help hearing-impaired children learn to listen in different conditions (e.g. loud, quiet, varying pitch, background noise) and to improve pitch perception and sound identification to grow listening, speaking, and language skills. Parents learn ways to use music at home for ongoing practice and play. Delivered by expert music therapists and specialists.	\$1996.00	5	5	5	5	5	11	0	36	\$2000.00	Recommended. For Burwood resident as this organisation meets a niche demand within the community.
Epilepsy Action Australia	Ted – E – Bear Connection - A special program that brings smiles to the faces of young children affected by epilepsy, while providing vital support and information for their families. The program is for any child touched by epilepsy – this may be a child who has epilepsy, or whose parent or sibling does to assist with feelings of isolation and depression.	\$4995.00	0	5	5	5	5	5	5	30	0	No funding allocated. The program is nation-wide has no clear benefit to the Burwood LGA.
St Pauls Church Burwood –No 2	Weather protection and seating for clients accessing food relief at St Pauls - Funds to erect an outdoor weather awning to provide protection from climate elements, plus seating for the elderly and people with disability for clients waiting in line for free food provision at St Paul's.	\$10 000.00	5	5	0	5	5	4	5	29	\$0.00	No funding allocated. We advise that they apply for club grants for this project as while valuable, as an infrastructure project of some expense, could be better funded from another source.
Australian Mixed Martial Arts Sports Association Incorporated	Martial Arts Personal Safety Program - A one off self-development which encompasses not just physical skills but also mental skills, enabling participants to gain confidence in themselves and to be empowered knowing they can keep themselves safe in conflicting situations.	\$5000.00	5	0	5	5	5	4	5	29	\$0.00	No funding allocated. The project does not identify specific need, and smaller, more targeted projects already exist within the LGA, the Panel recommends going to club grants.
Special Children Services Inc- No 1	Educating Children with Disabilities through Australian History and Skills Development - The project aims to educate children with disabilities through a series of projects focused on Australian history and life-skills development This will assist in them to improve their learning, increase engagement and enhance confidence.	\$4900.00	5	0	5	5	5	3	5	28	\$0.00	No funding allocated. Outcomes not specifically aligning to community grant guidelines and identified priorities.

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
The Shepard Centre for Deaf Children – No 2	Confident Kids – A group education program developing the social skills of deaf children in the Burwood area. A group education program over 8 weeks for children and families, developing crucial social skills and confidence in children with hearing loss from the Burwood area. The program empowers children to form positive relationships with others and overcome.	\$4750.00	5	5	0	5	5	3	5	28	\$0.00	No funding allocated. First application was approved for an already niche identified need. Will recommend to apply for club grants.
Dae Hahn Culture School – No 3	Dae Hahn Culture School Lecture Series on Australian Aborigines – A 1.5-hour class for Korean Seniors on History, Politics, Arts, Music, Dance to help the members become more knowledgeable about Aboriginal people in various respects.	\$3000.00	5	5	5	5	0	3	5	28	\$0.00	No funding allocated. Project does not meet this year's priorities.
Greek Orthodox of NSW Ltd	Dance Spectacular – An inclusive musical performance that unifies cultural communities together with generations of storytelling via language, food, music, and dance. Celebration, awareness, and acceptance of the diverse society in which we reside, which has been built upon years of generational migrant history.	\$5000.00	5	5	5	5	5	2	0	27	\$0.00	No funding allocated. Recommended funding for the other application from this organisation which will meet a more identified need and assist a broader section of our community.
Dress for Success Sydney	Program – Enables women looking for work to upskill, to access free online and in person career support and 1:1 coaching. The primary objective is to increase the employability of women in need by building their knowledge, skills, confidence and resilience, providing them with tools to secure employment and thrive at work.	\$5000.00	5	0	0	5	5	6	5	26	\$0.00	No funding allocated. This project does not demonstrate local benefit.
Sir Roden & Lady Culter Foundation Inc	Volunteer training - Project will ensure all volunteers are trained in First Aid and WH&S. A self-funded charity that provides free Medical Transport to those in our community who are most in need, this project will provide them with important necessary tools, training & confidence when taking our clients to and from important medical appointments.	\$5000.00	5	0	5	5	5	5	0	25	\$0.00	No funding allocated. This project is regional rather than local specific, will recommend that they apply for club grants from Burwood and Neighbouring LGA's.
Asian Australian Women Association Inc – AAWA – Incomplete Application	Hobby – Music and Art Class – Introduce arts to women who live in local areas such as Burwood, Strathfield and teach them Music	\$5000.00	5	5	5	0	0	4	5	24	\$0.00	No funding allocated. Not recommended funding. Low cost recreational activities are already provided by Council and other organisations for their specified demographic.
Sydney Shoaxing Opera Troupe Inc	Multicultural activities – Providing the local residents with Chinese art and enriching community cultural life by the art of Shaoxing Opera, which is No. 2 Chinese opera, Usually perform at Burwood RSL 2 to 3 times a year.	\$3000.00	5	0	0	5	5	4	5	24	\$0.00	No funding allocated. The Panel recommends the applicant apply for club grants as its more aligned to their program and needs, activities and shows are performed at Burwood RSL.

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
St Anthony's Family Care	Lets's play - Figtree Croydon would like to add some new soft gym play sets, for a totally flexible play experience. This gym helps improve balance and co-ordination of young kids, especially those with additional needs. The gym is totally flexible and can be moved around the centre as needed.	\$5000.00	5	0	5	5	5	4	0	24	\$0.00	No funding allocated. The application being too similar to the previous grant application. Will recommend Club Grants funding.
Dae Hahn Culture School – No 4	A traditional dance group which meets weekly and performs occasionally for the public. It also teaches Korean drums and dances for the members. There are 6 kinds of percussion instruments the drum team learns and performs and there are several different dances including jango drum dance, small drum dance, farmers dance, pook dances etc. Partially impaired members with sight, mobility, and hearing disability enjoy these activities.	\$5000.00	5	0	5	5	0	3	0	23	\$0.00	No funding allocated. Other projects provide more value to the community.
St Joseph's Maronite Catholic Church	Digital signage - To place a digital sign at the front of the church in order to communicate with people in our community about all the different events taking place in our organisation. They will use this signage to communicate in both Arabic and English the different activities and events taking place weekly and daily.	\$5000.00	5	0	0	5	5	2	5	22	\$0.00	No funding allocated. This falls outside the scope of the Community Grant Program.
Dae Hahn Culture School – No 1	Dae Hahn Culture School Choir – There are 30 choir members who are Korean seniors and they learn Australian, Korean and international songs. They gather weekly at Burwood Woodstock Centre to practice and give concerts to Burwood LGA and metropolitan and regional areas. This group contributes to boosting seniors musical passion, reduces social isolation and depression, building up and maintaining networks among seniors functioning.	\$5000.00	5	5	0	5	5	2	0	22	\$0.00	No funding allocated. Recommended funding from other projects from this group which provide more value for the community.
Open Support (St Vincents Clinic) – Knights of Malta Knitting Group	The Knitting Project - Seeking funding to purchase wool for The Knights of Malta Knitting Group that supports Open Support's Domestic & Family Violence Service for women and children throughout Sydney's western suburbs. The group meets weekly in the local area to make blankets and clothing for sale at the Gift Shop in St Vincent's Clinic, Darlinghurst with all funds going to the DFV service.	\$5000.000	0	5	5	0	0	5	5	20	\$0.00	No funding allocated. Already allocated to a similar run program.

Organisation Name	Project Description	Amount Sought (\$)	Does the organisation meet the eligibility criteria? N = 0 Y=5	Does project address the Grants Program? N = 0 Y=5	Is the project aligned with at least one of the key strategic goals of Burwood2030? N = 0 Y=5	Was the application completed and received correctly? N = 0 Y=5	Does the project duplicate existing programs or services? N = 0 Y=5	Does the project benefit the local community? N = 0 Y=5	Has the project received prior funding? N = 0 Y=5	Total Score	Panel Recommendation (\$)	Assessment Panel Recommendation
Cass Care Ltd – No 1	Chinese Carer Support Group support carers of people with disability from Chinese background and assist them to foster a sustainable social support network through a mutual support group. To arrange free information sessions and First Aid workshops to allow carers to directly communicate to NDIS related organisations and services and establish carer support groups to build up and enhance their support networks and mutual supports. Workshops to be delivered in Cantonese/Mandarin.	\$5000.00	5	0	0	0	5	4	5	19	\$0.00	No funding allocated. The application did not provide sufficient information.
		\$178,768.50										\$55 000.00

(Item 28/23) Investment Report as at 30 April 2023

File No: 23/10123

Report by Director Corporate Services

Summary

In accordance with Clause 212 of the *Local Government (General) Regulation 2021*, this report details all money that Council has invested under Section 625 of the *Local Government Act 1993*.

Operational Plan Objective

A.103 Implement and monitor appropriate investment strategies and prepare monthly investment reports

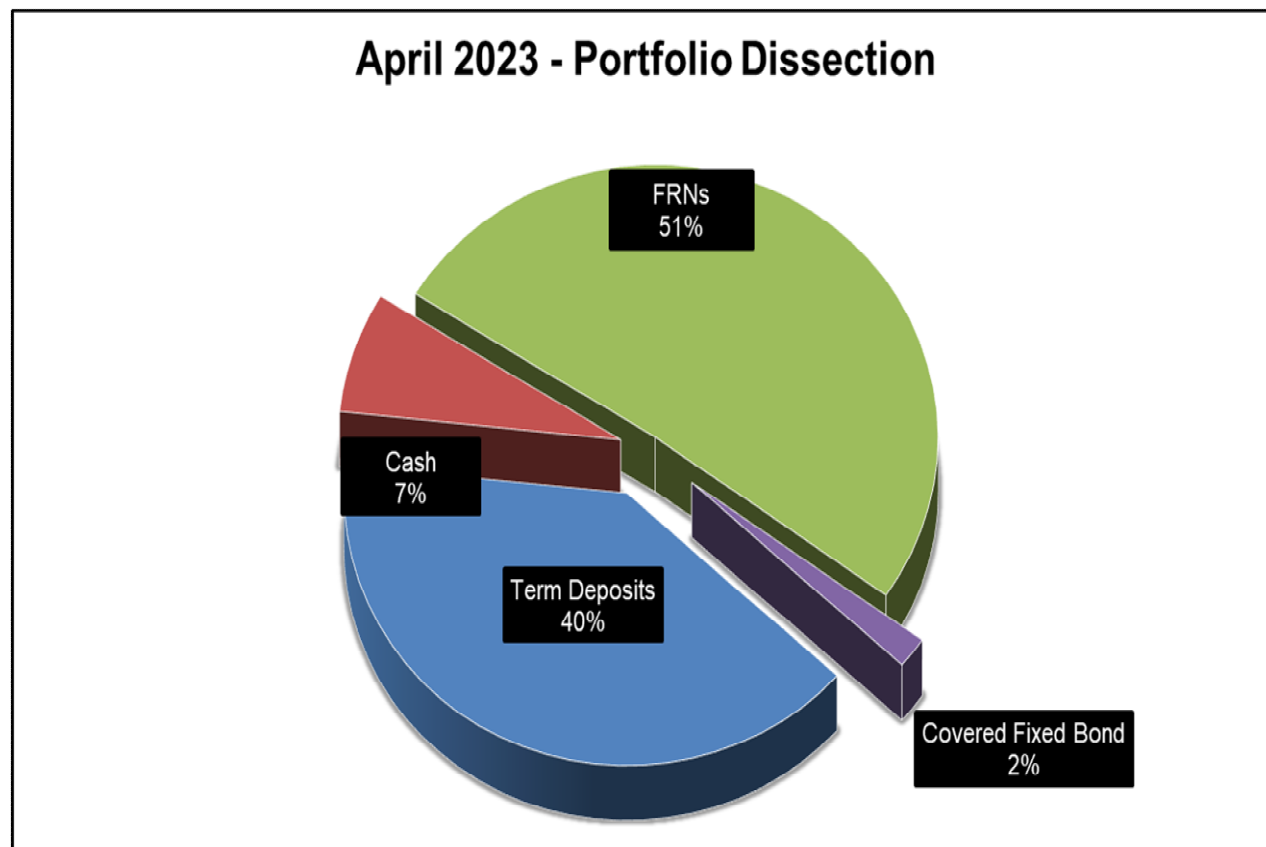
Background

As provided for in Clause 212 of the *Local Government (General) Regulation 2021*, 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

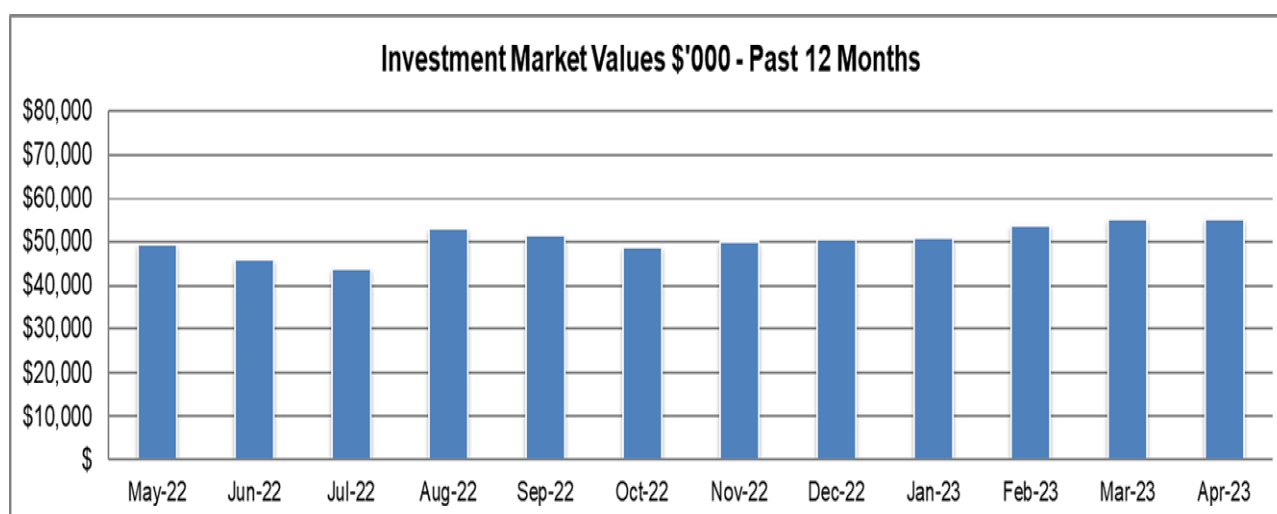
Council has a diversified investment portfolio and has a number of direct investments in term deposits. Its investment portfolio as at 30 April 2023 is:



As at 30 April 2023 Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
31 Aug 21	National Australia Bank	3,000,000	0.80%	1,095	30 Aug 24
31 Aug 21	Westpac	3,000,000	0.75%	1,095	30 Aug 24
14 Feb 23	Commonwealth Bank	4,000,000	4.19%	90	15 May 23
16 Feb 23	Commonwealth Bank	4,000,000	4.17%	90	17 May 23
08 Mar 23	National Australia Bank	4,000,000	4.25%	90	06 Jun 23
11 Apr 23	Commonwealth Bank	4,000,000	4.08%	90	10 Jul 23
Total		22,000,000			

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 2 May 2023, the Board decided to increase the official cash rate by 25 basis points to 3.85 per cent. According to the RBA Governor "... The Board has indicated that Inflation in Australia has passed its peak, but the 7 per cent is still too high and it will be some time yet before it is back in target range. Given the importance of returning inflation to target within a reasonable timeframe, the Board judged that a further increase in interest rates was warranted.

The Board held interest rates steady last month to provide additional time to assess the state of the economy and the outlook. While the recent data showed a welcome decline in inflation, the central forecast remains that it takes a couple of years before inflation returns to the top of the target range; inflation is expected to be 4½ per cent in 2023 and 3 per cent in mid-2025. Goods price inflation is clearly slowing due to a better balance of supply and demand following the resolution of the pandemic disruptions. But services price inflation is still very high and broadly based and the experience overseas points to upside risks. Unit labour costs are also rising briskly, with productivity growth remaining subdued.

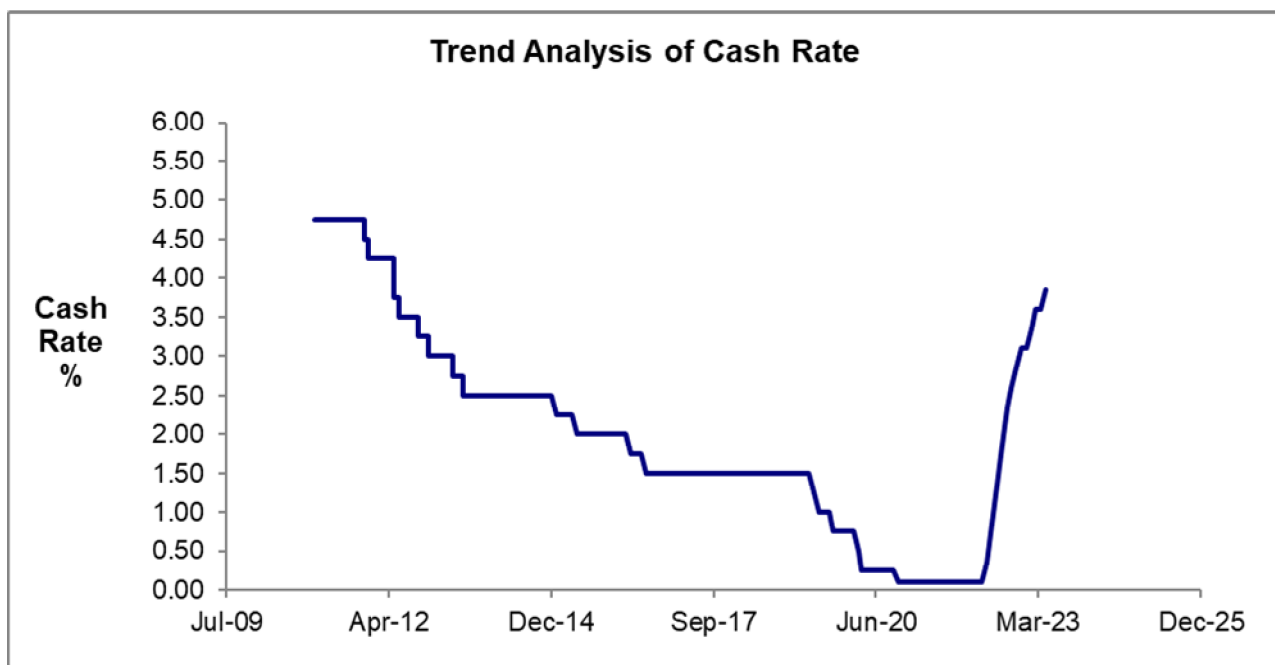
The Board's priority remains to return inflation to target. High inflation makes life difficult for people and damages the functioning of the economy. And if high inflation were to become entrenched in people's expectations, it would be very costly to reduce later, involving even higher interest rates

and a larger rise in unemployment. Medium-term inflation expectations remain well anchored, and it is important that this remains the case.

Wages growth has picked up in response to the tight labour market and high inflation. At the aggregate level, wages growth is still consistent with the inflation target, provided that productivity growth picks up. The Board remains alert to the risk that expectations of ongoing high inflation contribute to larger increases in both prices and wages, especially given the limited spare capacity in the economy and the historically low rate of unemployment. Accordingly, it will continue to pay close attention to both the evolution of labour costs and the price-setting behaviour of firms.

The Board expects further tightening of monetary policy may be required to ensure that inflation returns to target in a reasonable timeframe, but that will depend upon how the economy and inflation evolve. The Board will continue to pay close attention to developments in the global economy, trends in household spending and the outlook for inflation and the labour market. The Board remains resolute in its determination to return inflation to target and will do what is necessary to achieve that. Statement by Philip Lowe, Governor: Monetary Policy Decision – 2 May 2023”.

The following graph provides information on the current RBA monetary policy:



Recommendation(s)

1. That the investment report for 30 April 2023 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

Attachments

- 1 Investment Report as at 30 April 2023
- 2 Types in Investments

Investment Report as at 30 April 2023

BURWOOD COUNCIL
INVESTMENT PORTFOLIO
as at 30 April 2023

Investment Adviser	Issuer	ADI or N-ADI	Investment Name	Type	Rating S&P	Invested Amount	Market Value as at 28/02/2023	Market Value as at 31/03/2023	Market Value as at Reporting Date	% of Total Invested
Cash										
Council	Commonwealth Bank	ADI	Operating Account	Cash	AA-	2,610,474	6,160,656	218,385	2,610,474	7.19
Council	Commonwealth Bank	ADI	Online Saver	At Call	AA-	1,362,793	354,889	3,655,797	1,362,793	2.46
Council	Macquarie Bank	ADI	Accelerator Account	At Call	AA-	0	-	-	-	0.00
Council	AMP Bank Limited	ADI	AMP Business Saver	At Call	BBB-	1,259	1,256	1,259	1,259	0.00
Council	AMP Bank Limited	ADI	AMP Notice Account	Notice 30 days	BBB-	3,539	3,527	3,539	3,539	0.01
Term Deposits										
Council	Westpac	ADI	Westpac	Term Deposit	AA-	3,000,000	3,000,000	3,001,911	3,003,760	39.98
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	-	-4,034,418	-	-	0.00
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	4,000,000	-	4,010,712	4,024,685	7.27
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	-	4,021,909	4,035,770	-	0.00
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	4,000,000	4,005,484	4,019,650	4,033,360	7.29
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	4,000,000	-	-	4,008,766	7.25
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	4,000,000	4,006,428	4,020,663	4,034,438	7.29
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	3,000,000	3,011,901	3,013,940	3,015,912	5.45
Term Deposits - Covered Fixed Bond										
Council	Suncorp-Metway Limited	ADI	Suncorp-Metway Limited	Covered Fixed Bond (4.85%) Semi Annual	AA-	1,000,000	1,020,490	1,035,740	1,015,910	1.84
Floating Rate Notes										
Council	MyState Bank Ltd	ADI	MyState Bank Ltd	Floating Rate Notes (90 day BBSW +130 bps)	BBB	1,500,000	1,513,395	1,518,345	1,509,060	2.73
Council	Suncorp-Metway Limited	ADI	Suncorp-Metway Limited	Covered Floating Bond (90 day BBSW +88 bps)	AA-	800,000	807,064	809,680	804,616	1.45
Council	Rabobank U.A Australia Branch	ADI	Rabobank U.A Australia Branch	Floating Rate Notes (90 day BBSW mid + 116 bps)	A	1,500,000	1,520,565	1,525,680	1,515,510	2.74
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +112 bps)	AA-	3,000,000	3,044,670	3,052,290	3,039,450	5.49
Council	The Hongkong and Shanghai Banking Corporation Limited Sydney Branch	ADI	The Hongkong and Shanghai Banking Corporation Limited Sydney Branch	Floating Rate Notes (90 day BBSW +105 bps)	AA-	2,000,000	-	2,002,520	2,016,540	3.64
Council	United Overseas Bank Ltd Sydney Branch	ADI	United Overseas Bank Ltd Sydney Branch	Floating Rate Notes (90 day BBSW +73 bps)	AA-	2,000,000	-	1,997,980	2,009,740	3.63
Council	Newcastle Permanent Building Society	ADI	Newcastle Permanent Building Society	Floating Rate Notes (90 day BBSW +138 bps)	BBB	1,000,000	982,410	981,790	987,100	1.78
Council	Sumitomo Mitsui Banking Corporation Sydney	ADI	Sumitomo Mitsui Banking Corporation Sydney	Floating Rate Notes (90 day BBSW +110 bps)	A	2,000,000	2,017,640	2,023,420	2,033,800	3.68
Council	National Australia Bank	ADI	National Australia Bank	Floating Rate Notes (90 day BBSW +41 bps)	AA-	1,500,000	1,481,385	1,485,450	1,493,730	2.70
Council	MyState Bank Ltd	ADI	MyState Bank Ltd	Floating Rate Notes (90 day BBSW +65 bps)	BBB	2,500,000	2,494,500	2,478,600	2,491,100	4.50
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Floating Rate Notes (90 day BBSW +90 bps)	AA-	1,800,000	1,809,702	1,814,652	1,823,058	3.30
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +102 bps)	AA-	2,400,000	2,412,528	2,420,376	2,435,160	4.40
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +93 bps)	AA-	2,000,000	2,007,980	2,013,940	2,020,660	3.65
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +113 bps)	AA-	4,000,000	4,046,680	4,060,320	4,030,320	7.28
Grand Total						54,978,066	53,761,467	55,202,296	55,324,742	100.00

Credit Ratings	as at 30 April 2023
AAA	Extremely strong capacity to meet financial commitments. Highest Rating
AA	Very strong capacity to meet financial commitments, but somewhat susceptible to adverse economic conditions and changes in circumstances.
A	Strong capacity to meet financial commitments, but more subject to adverse economic conditions.
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 1983, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policies at the time of their placement.

W. Armitage

Wayne Armitage

Chief Finance Officer

Types in Investments

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 – Online Saver AA-
- Commonwealth Bank of Australia – Operating Account AA-
- AMP Business Saver and Notice – At Call/Notice BBB-
- Macquarie Accelerator – At Call account AA-

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:

1. Term Deposits
2. Global Fixed Income Deposits
3. Senior Debt
4. Subordinated Debt
5. Hybrids
6. Preference shares
7. 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 29/23) Sundry Debtors Write Off - Bad Debts

File No: 23/17148

Report by Director Corporate Services

Summary

To seek Council's approval to write-off individual non-recoverable sundry debts.

Operational Plan Objective

A.102 Comply with financial management responsibilities to promote transparency and accountability

Background

The General Manager's delegation allows for sundry debts of \$10,000 or less to be written-off under delegation. Sundry debts above \$10,000 are to be referred to Council for write-off.

Proposal

The proposal is to write-off bad debts totalling \$87,395.00 as follows:

A review of the Shopping Trolley outstanding sundry debtor accounts by the Manager Waste and Cleansing has revealed that the attached outstanding list indicates:

- Invoices raised from September 2021 to February 2022 may have been raised before collection confirmation was received and further invoices raised to replace them and those originally raised not cancelled. It appears that these trolleys originally raised were never collected and may have required destruction due to length of impounding time elapsed impounded.
- Invoices have very high impound fees for the number of trolleys which were impounded, this is due to the impounding length (exceeding \$1,000 per trolley in some instances)
- Again some of the invoices may have related to the same set of trolleys – that is, only a few trolleys were impounded, but invoiced several times
- Overall, it is unlikely that the outstanding invoices will be paid in light of the recent changes to the legislation relating to impounding of Shopping Trolleys.
- One invoice raised in July 2022 was a duplicate invoice raised in administrative error. An invoice of the same amount raised on the same date has already been paid.

Consultation

No consultation required.

Planning or Policy Implications

Council is required to meet the requirements outlined in the Code of Accounting Practice for Local Government and the accounting standards enforceable under the Local Government Act 1993 to recognise and write-off bad debts as identified in the reviews of outstanding accounts.

Financial Implications

Pursuant to the Local Government Code of Accounting Practice for Local Government and the applicable accounting standards a provision for bad debts has been partially (\$28,035.00) provided

for in previous years Financial Accounts. However, the remaining (\$59,360.00) will impact on this year's budget, requiring a budget adjustment to be made during the 3rd quarter budget review.

Conclusion

It is unlikely that the outstanding invoices will be paid as these were raised without collection confirmation and multiple invoices may have related to the same set of impounded trolleys. Partial Provision (\$28,035.00) for Bad Debts have been allowed in previous years Financial Accounts and it is now recommended that Council write-off these monies along with the (\$59,360.00) pursuant to the Local Government Code of Accounting Practice for Local Government and the applicable accounting standards.

Recommendation(s)

1. That Council approves the write-off, of all the Shopping Trolley invoices listed in the attached list totalling \$87,395.00.

Attachments

- 1 Shopping Trolley's - outstanding invoices to be written-off

ITEM NUMBER 29/23 - ATTACHMENT 1

Shopping Trolley's - outstanding invoices to be written-off

Shopping trolleys - outstanding invoices

Company	trn_dte	pst_yer	pst_per	trn_cde	trn_nme	trn_ref	act_val	trn_dsc
Woolworths	29/09/2021	2022	3	301	Invoice INV	74901	5,830.00	2021/27 Woolworths 29/09/2021
Woolworths	12/10/2021	2022	4	301	Invoice INV	74918	5,035.00	2021/35 Woolworths 12/10/2021
Target	27/10/2021	2022	8	301	Invoice INV	75100	4,040.00	2021/45 Target 27/10/2021
Woolworths	1/11/2021	2022	5	301	Invoice INV	74936	4,770.00	2021/50 Woolworths 1/11/2021
Bunnings	1/11/2021	2022	5	301	Invoice INV	74938	915.00	2021/7 Bunnings 21/4/1719
Target	4/11/2021	2022	8	301	Invoice INV	75099	5,700.00	2021/54 Target 4/11/2021
Woolworths	10/11/2021	2022	5	301	Invoice INV	74961	5,565.00	2021/57 Woolworths 10/11/2021
Target	11/11/2021	2022	8	301	Invoice INV	75098	1,795.00	2021/60 Target 11/11/2021
Target	15/11/2021	2022	8	301	Invoice INV	75097	3,470.00	2021/62 Target 15/11/2021
Woolworths	16/11/2021	2022	5	301	Invoice INV	74967	3,975.00	2021/64 Woolworths 16/11/2021
Target	30/11/2021	2022	8	301	Invoice INV	75103	4,530.00	2021/70 Target 30/11/2021
Woolworths	30/11/2021	2022	5	301	Invoice INV	74974	4,505.00	2021/67 Woolworths 30/11/2021
Woolworths	7/12/2021	2022	6	301	Invoice INV	74991	3,710.00	2021/75 Woolworths 7/12/2021
Woolworths	16/12/2021	2022	6	301	Invoice INV	75000	9,805.00	2021/79 Woolworths 15/12/2021
Target	21/12/2021	2022	8	301	Invoice INV	75095	3,585.00	2021/85 Target 21/12/2021
Woolworths	21/12/2021	2022	6	301	Invoice INV	75004	4,770.00	2021/83 Woolworths 21/12/2021
Target	27/01/2022	2022	8	301	Invoice INV	75094	2,560.00	2022/92 Target 27/01/2022
Woolworths	2/02/2022	2022	8	301	Invoice INV	75065	5,565.00	2022/97 Woolworths 2/2/22
Target	3/02/2022	2022	8	301	Invoice INV	75093	1,070.00	2022/99 Target 3/2/2022
Target	14/02/2022	2022	8	301	Invoice INV	75092	370.00	2022/103 Target 14/02/2022
Woolworths	12/07/2022	2023	1	301	Invoice INV	75657	5,830.00	2022/121 Woolworths 12 July
							87,395.00	

(Item 30/23) Budget Review For Quarter Ending 31 March 2023

File No: 23/16830

Report by Director Corporate Services

Summary

The 2022-2023 Budget was adopted at the Council Meeting held on 28 June 2022 with a surplus of \$4,877. The adopted budget was prepared on the basis of the organisational structure that included five Directorates and the General Manager, (City Assets, City Strategy, Community Life, Corporate Services and People & Performance).

This report provides Council with the financial results for the period ending 31 March 2023, in the 2022-2023 Financial Year. In accordance with Clause 203(1) of the *Local Government (General) Regulation 2021* (the Regulation) the Responsible Accounting Officer is required to prepare and submit to Council a budget review statement no later than two months after the end of each quarter (except the June Quarter).

The following Statement of Budget Income and Expenditure identifies a forecast funding surplus of \$5,558 as at 31 March 2023 compared to the December revised surplus of \$3,302.

The reasons for the net increase of \$2,256 are outlined in the report, additionally Council will need to continue to closely monitor and review budgets with particular focus on identifying opportunities for additional grants and internal savings moving forward.

Operational Plan Objective

A.102 Comply with financial management responsibilities to promote transparency and accountability

Background

Included in this report is the budget forecast of Income and Expenditure Statement, which is based on external and internal reporting consolidations to improve the transparency and consistency of reported information. This statement forms part of a group of statements that must be reported to Council on a quarterly basis in accordance with Clause 203(3) of the Regulation. These statements are known as the Quarterly Budget Review Statements (QBRS).

Council's budget is prepared on a program basis and forecasts expected operating and capital income and expenditure for the year. To fund the budget, Council also utilises funds held in reserve that have accumulated in prior years such as Section 7.12 Local Infrastructure Contributions and Internally Restricted Reserves.

The Local Government Code of Accounting Practice and Financial Reporting require Council to prepare its General Purpose Annual Financial Reports in accordance with the Australian Accounting Standards. The major implications are that Council must adopt a general purpose format for financial reporting.

This requires Council to:

- implement full accrual accounting, including capitalisation of infrastructure assets
- prepare consolidated financial statements incorporating all functions and entities under the control of Council
- adapt to a change in accounting focus from the fund result for the year (i.e. the movement in

working funds) to the gain/(loss) from ordinary activities

Each of these requirements is applied at the time of preparing the Annual Financial Reports at 30 June each year. However, with respect to the budget process Council is still focusing on the funding result of reporting. The financial result for the year is determined and audited and the Financial Reports and Auditor's Report are included in Council's Annual Report.

BURWOOD COUNCIL								
Statement of Budget Income & Expenditure								
as at 31 March 2023								
Income								
Adopted Variations								
Type	Budget	September	December	Amended Budget	Recommended Amendments	Forecasted Year End	Reference	Actuals
Rates & Annual Charges	(35,414,334)	(203,440)	(120,629)	(35,738,403)	(21,310)	(35,759,713)	1	(35,685,206)
User Charges & Fees	(9,827,851)	(54,000)	(49,000)	(9,930,851)	368,000	(9,562,851)	2	(7,283,546)
Interest & Investment Revenue	(650,000)	-	(385,686)	(1,035,686)	(328,000)	(1,363,686)	3	(1,309,075)
Other Revenue	(4,893,342)	-	(274,625)	(5,167,967)	(143,000)	(5,310,967)	4	(3,811,773)
Rental Income	(2,349,582)	-	740,000	(1,609,582)	33,200	(1,576,382)	5	(1,114,889)
Operating Grants & Contributions	(2,896,889)	(669,180)	(593,878)	(4,159,947)	(980,039)	(5,139,986)	6	(2,957,272)
Capital Grants & Contributions	(16,300,651)	(2,967,436)	(21,526,110)	(40,794,197)	(90,032,374)	(130,826,571)	7	(12,739,984)
Carryover Grants	-	-	-	-	-	-	8	-
Total Income	(72,332,649)	(3,894,056)	(22,209,928)	(98,436,633)	(91,103,523)	(189,540,156)		(64,901,745)
Expenditure								
Adopted Variations								
Type	Budget	September	December	Amended Budget	Recommended Amendments	Forecasted Year End	Reference	Actuals
Employment Costs	23,025,870	(578,960)	(834,597)	21,612,313	(870,717)	20,741,596	9	14,898,546
Borrowing Costs	335,191	-	-	335,191	-	335,191	10	233,606
Materials & Contracts	23,615,465	4,904,463	2,714,868	31,234,796	2,029,750	33,264,546	11	17,987,018
Depreciation	10,412,886	-	-	10,412,886	-	10,412,886	12	7,792,264
Other Expenses	999,625	82,116	-	1,081,741	59,360	1,141,101	13	1,011,785
Total Expenditure	58,389,037	4,407,619	1,880,271	64,676,927	1,218,393	65,895,320		41,923,219
Net Operating Result	(13,943,612)	513,563	(20,329,657)	(33,759,706)	(89,885,130)	(123,644,836)		(22,978,526)
Net Operating Result before Capital Items	2,357,039	3,480,999	1,196,453	7,034,491	147,244	7,181,735		(10,238,541)
Funding Statement								
Net Operating Result	(13,943,612)	513,563	(20,329,657)	(33,759,706)	(89,885,130)	(123,644,836)		(22,978,526)
<i>Add Back Non Cash Items</i>								
Depreciation	(10,412,886)	-	-	(10,412,886)	-	(10,412,886)	14	(7,792,264)
Movement in ELE	-	-	-	-	-	-		-
Adjusted Net Operating Result	(24,356,498)	513,563	(20,329,657)	(44,172,592)	(89,885,130)	(134,057,722)		(30,770,790)
Source of Capital Funds								
Sale of Assets	(825,000)	-	-	(825,000)	-	(825,000)	15	(135,025)
Loan Funding	-	-	-	-	-	-	16	-
Transferred From Section 7.12	(1,700,450)	(227,109)	(416,000)	(2,343,559)	(4,412,228)	(6,755,787)	17	-
Transferred From Reserves	(2,395,000)	(6,317,818)	(556,522)	(9,269,340)	(832,665)	(10,102,005)	18	-
Add Back Non Cash Property	-	-	-	-	-	-		-
Funds Available	(29,276,948)	(6,031,364)	(21,302,179)	(56,610,491)	(95,130,023)	(151,740,514)		(30,905,815)
Funds Utilised:								
Acquisition of Assets	17,281,225	6,026,746	21,478,372	44,786,343	95,127,767	139,914,110	19	10,347,491
Loan Principal Repayment	728,701	-	-	728,701	-	728,701	20	542,061
Lease Liability Principal Repayment	217,145	-	-	217,145	-	217,145	20	186,780
Transfer to Section 7.12	10,030,000	-	-	10,030,000	-	10,030,000	21	-
Transfer to Reserves	1,015,000	-	(170,000)	845,000	-	845,000	22	845,000
Budget Result	(4,877)	(4,618)	6,193	(3,302)	(2,256)	(5,558)		(18,984,483)

The material variations greater than \$20,000 are detailed in the following section and are crossed referenced to the Income and Expenditure type on the face of the above report.

Total Income from continuing operations

Income from continuing operations was originally forecast at \$72,332,649. This figure after the first half of the year increased to \$98,436,633. The March quarter review has seen an increase of \$91,103,523 to \$189,540,156. The major items resulting in this forecast income adjustment include:

Reference 1 – Rates and Annual Charges - An increase in Council's Rating Base of \$21,310 attributed to an increase in residential strata units coming on line and the re-categorisation of property within the Local Government Area.

Reference 2 – User Charges and Fees - A decrease of \$368,000 attributed to the following:

- An increase in Community Room hire of \$49,000 due to increased patronage.
- An increase of \$70,000 in Car Parking income, on street and off street income.
- A decrease in of \$100,000 in Enfield Aquatic Centre – Learn to Swim Fees, original estimate was slightly overestimated coming back from Covid19 lockdown.
- A decrease in Development Application fees, Hoarding Fees and Temporary Work Permits of \$60,000, \$50,000 and \$300,000 respectively due to a reduction in development within the Burwood Local Area.

There were other budget movements within the classification of User Charges and Fees which resulted in little or no change to the actual overall budget.

Reference 3 – Interest & Investment Revenue – An increase of \$328,000 attributed to better than expected returns on investments due to the RBA continually raising interest rates during the past nine months.

Reference 4 – Other Revenue - An increase of \$143,000 attributed to the following;

- A \$58,000 WH&S incentive rebate received from Council's Insurance Brokers for WH&S programmes contra Reference 11 - Materials and Services.
- An increase in Environmental Enforcement and Development Legal Costs recovery of \$50,000 relating to increased policing of building works and successful legal matters.
- An increase of \$35,000 relating to WH&S Workers Compensation contributions not originally budgeted. Offset against Reference 11 – Materials and Services

Reference 5 – Rental Income – A decrease of \$33,200 in rental income in relation to several premises becoming vacant during the quarter and a potential tenant for 1-17 Elsie Street found another rental.

Reference 6 – Operating Grants and Contributions – An increase in Operating Grants and Contributions of \$980,039 attributed to the following;

- An increase in the Youth Week Grant of \$1,409. Offset against Reference 11 – Materials & Services
- An increase of \$8,278 in the TfNSW Road Safety. Offset against Reference 9 – Employee Costs
- A grant of \$970,352 in regard to the NSW State Governments Regional & Local Roads Repair Program. Offset against Reference 11 – Materials & Services

Reference 7 – Capital Grants and Contributions – An increase of \$90,032,374 in Capital Grants and Contributions attributed to the following;

- A further amount of \$13,408,683 has been brought to account as an In-Kind Contribution for works associated with the Urban Park & Cultural Centre to bring to account the full \$15,750,000 in-kind contribution for the project. Offset against Reference 19 – Acquisition of Assets
- Grants totalling \$76,623,691 for various projects allocated to Burwood Council from the Department Premier and Cabinet (WestInvest stage 2 allocation). (Urban Park & Cultural Centre, Enfield Aquatic Centre upgrade and Paisley Road upgrade). Offset against Reference 19 – Acquisition of Assets

Total Expenditure from continuing operations

Expenditure from continuing operations was originally forecast at \$58,389,037. This figure after the first half of the year increased to \$64,676,927. The March quarter review has seen an increase of \$1,218,393 to \$65,895,320. The major items resulting in this forecast expenditure adjustment include:

Reference 9 – Employment Costs - An overall decrease in Employee costs of \$870,717 is attributed to, but not limited to:

- Savings from various Business Units Wages and Salaries components of \$391,344 for the funding of Contractors – Temporary Staff who are employed to fill vacant positions within the organisation. Areas which required the transfers during the quarter were General Managers, Risk Management, Recruitment, Records, Financial Management, Community Life, Parking Enforcement, City Asset, Operations Centre, Street Cleansing and Parks Operations. A commensurate offset in Reference 11 – Materials and Services.
- A review of all Employee costs throughout Council was undertaken and a savings of \$479,000 found to assist with the balancing of the budget. These savings in part were due to vacancies which were not filled through Contractors – Temporary Staff.

There were other budget movements within the classification of Employee Costs which resulted in little or no change to the actual overall budget.

Reference 11 – Materials and Services - An additional expenditure amount of \$2,029,750 was attributed to various movements within Business Units throughout the budget. Significant movements and additional funding requests were:

- Contracted Temporary Staff - \$391,344 to fill various positions throughout the organisation. These funds were in part sourced from savings within Wages and Salaries respective budgets. Reference 9 – Employment Costs.
- An additional amount of \$389,471 required using various Contractors (Tree Maintenance, Park Maintenance and Reserves Maintenance) to fill vacant positions within the organisation. These funds were sourced from savings within the Wages and Salaries respective budgets. Reference 9 – Employment Costs
- Information Technology increase in Licence fees (TechnologyOne) \$31,500
- CCTV Camera maintenance works - \$69,000. Reference 18 – Transfer from Reserves
- Grant expenditure of \$970,352 in regard to the NSW State Governments Regional & Local Roads Repair Program. Offset against. Reference 6 - Operating Grants and Contributions

- Increase in Contractor - Cleaning costs of \$45,000 associated with additional cleaning requirements throughout council's Community Buildings due to increased patronage. Reference 2 – User Charges & Fees
- An additional \$58,000 relating to WH&S incentive rebate received from Council's Insurance Brokers for WH&S programmes. Offset against Reference 4 – Other Revenue
- Byer Street Car Park Lighting works of \$25,500. Reference 17 - Transfer from S7.12
- Further costs associated with the relocation of the Operations Centre staff whilst works are completed in the demolition of a couple of buildings \$55,000. Offset 18 – Transferred from Reserves

There were other budget movements within the classification of Materials and Services. These movements had no significant change to the actual overall budget or were transferred to Other Expenses.

Reference 13 – Other Expenses - An additional expenditure amount of \$59,360 was attributed to the writing off of Shopping Trolley Bad Debts.

Capital Expenditure

Reference 19 – Acquisition of Assets - Council's original adopted 2022-2023 Capital Budget, per Delivery Plan, was \$17,281,225. This figure after the first half of the year increased to \$44,786,343. The March quarter review has seen an increase of \$95,127,767 to \$139,914,110 mostly attributed to Westinvest stage 2 projects.

Capital Plant, Equipment and Other Assets:

Actual Expenditure to 31 March 2023 represents 19.74% of the revised budget as shown in the table below.

Property Acquisitions/Disposals:

There have been no property acquisitions or disposals during the March quarter.

Capital Works Program:

During the December quarter review the Capital Program Working Party assessed and revised the 2022-2023 Capital Works Program based on recommendations from the respective Project Managers and Council initiatives, the following adjustments have been made:

- Westinvest Grants received from the Department Premier and Cabinet (WestInvest Stage 2).
 - Urban Park & Cultural Centre - \$20,287,697
 - Enfield Aquatic Centre upgrade - \$52,397,027
 - Paisley Road Upgrade - \$3,938,967
- A further In-Kind allocation of \$13,408,683 toward the Urban Park & Cultural Centre development. Reference 7 – Capital Grants & Contributions
- An amount of \$3,829,728 was allocated towards the Urban Park & Cultural Centre for Design and Consultancy works. Reference 17 – Transfer from S7.12 Reserves
- An increase of \$521,248 for Infrastructure Road works within the Burwood Town Centre. Reference 17 – Transfer from Section 7.12 Reserve
- An increase of \$158,665 toward the Fifth Avenue Bridge works council's contribution. Reference 18 – Transfer from Reserves.

- An increase of \$25,000 for Infrastructure Footpath (Tangarra Street). Transfer from Kerb & Gutter.
- A transfer of \$60,248 from Infrastructure Kerb & Gutter to assist with additional funding of Infrastructure Road and Footpaths projects.
- An increase of \$26,000 in Traffic Facilities (Pedestrian Fencing Railway Pde). Reference 17 – Transfer from S7.12 Reserve
- An increase in Street Furniture of \$195,000 for works relating to (Victoria Street, Sanders Reserve and Tree Planting Railway Pde). Reference 17 – Transfer from S7.12 Reserve
- A further allocation of \$550,000 for Capital works at the Operations Centre. Reference 18 – Transfer from Reserve.
- A reduction of \$150,000 for Design Works at Enfield Aquatic Centre no longer required due to Westinvest Grant funding. Reference 17 – Transfer from S7.12 Reserve
- A reallocation of Funds from Playground Equipment and Town Centre Beautification to Park Improvements relating to Legacy Grant Funded projects, no affect to Council's budget.

BURWOOD COUNCIL								
Statement of Capital Income & Expenditure								
Budget Review as at 31 March 2023								
<u>Income</u>		<u>Adopted Variations</u>		<u>Amended</u>	<u>Recommended</u>	<u>Forecasted</u>		
	<u>Budget</u>	<u>September</u>	<u>December</u>	<u>Budget</u>	<u>Amendments</u>	<u>Year End</u>	<u>Reference</u>	<u>Actuals</u>
Capital Expenditure								
Renewal Assets (Replacement):								
Fleet Capital Acquisitions Sales	1,650,000	-	-	1,650,000	-	1,650,000	19	325,829
Furniture and Equipment	-	-	-	-	-	-	19	4,047
Grant Funded Capital Works	507,503	-	-	507,503	-	507,503	19	185,609
Roads	1,550,000	1,232,100	400,000	3,182,100	679,913	3,862,013	19	1,629,396
Traffic Facilities	225,000	45,651	(34,500)	236,151	26,000	262,151	19	218,361
Footpaths	520,000	(30,000)	2,000	492,000	25,000	517,000	19	340,782
Kerb & Gutter	495,000	27,700	-	522,700	(60,248)	462,452	19	332,447
Drainage	2,495,955	1,108,360	(135,001)	3,469,314	-	3,469,314	19	765,039
Park Improvements	3,370,500	819,079	(10,000)	4,179,579	60,274	4,239,853	19	1,819,988
Playground Equip	250,000	752,346	(90,000)	912,346	(20,651)	891,695	19	906,085
Street Furniture	520,000	84,341	84,582	688,923	195,000	883,923	19	91,798
Public Domain Chargeable Works	750,000	-	16,000	766,000	-	766,000	19	87,984
Library Collection	140,000	-	-	140,000	-	140,000	19	68,899
Lib Resources	40,000	-	-	40,000	-	40,000	19	17,408
IT Projects	995,000	238,900	-	1,233,900	-	1,233,900	19	235,617
Corporate Projects	250,000	82,000	(26,500)	305,500	-	305,500	19	822,804
Town Centre Beautification	500,000	1,646,469	110,000	2,256,469	(39,623)	2,216,846	19	1,663,865
Council Buildings	2,757,267	-	445,000	3,202,267	550,000	3,752,267	19	489,925
Enfield Pool	150,000	19,800	-	169,800	-	169,800	19	25,395
WestInvest - Stage1	-	-	20,716,791	20,716,791	-	20,716,791	19	153,061
Westinvest - Stage 2	-	-	-	-	93,712,102	93,712,102	19	109,533
							19	
Domestic Waste Collection	115,000	-	-	115,000	-	115,000	19	53,620
Total Capital Expenditure	17,281,225	6,026,746	21,478,372	44,786,343	95,127,767	139,914,110		10,347,491
Capital Funding								
Rates & other Charges	4,054,876	3,485,617	1,020,260	8,560,753	149,500	8,710,253		
Capital Grants & Contributions	(16,300,651)	(2,967,436)	(21,526,110)	(40,794,197)	(90,032,374)	(130,826,571)		
Loan Funding	-	-	-	-	-	-		
Domestic Waste Charge	(115,000)	-	-	(115,000)	-	(115,000)		
Sale of Assets	(825,000)	-	-	(825,000)	-	(825,000)		
Reserves:								
Section 7.12 Funding	(1,700,450)	(227,109)	(416,000)	(2,343,559)	(4,412,228)	(6,755,787)		
Reserve Funding	(2,395,000)	(6,317,818)	(556,522)	(9,269,340)	(832,665)	(10,102,005)		
Total Capital Funding	(17,281,225)	(6,026,746)	47,738	(44,786,343)	(95,127,767)	(139,914,110)		

Transfers to and From Reserves:

Reference 17 – Transferred from Section 7.12 – An increase of \$4,412,228 relating to the following projects:

- Infrastructure Road works within the Burwood Town Centre – \$486,000
- Urban Park & Cultural Centre – Designs and Consultant works - \$3,829,728
- Traffic Facilities works (Pedestrian Fencing Railway Pde) - \$26,000
- Street Furniture works relating to (Victoria Street, Sanders Reserve and Tree Planting Railway Pde) - \$195,000
- Byer Street Car Park Lighting - \$25,500
- Enfield Aquatic Centre Design no longer required due to Westinvest Stage 2 grant funding – (\$150,000)

Reference 18 – Transferred from Reserves – An increase of \$832,665 relating to the following projects:

- Operations Centre Demolition of two Council Buildings - \$550,000
- Fifth Avenue Bridge works Council's contribution - \$158,665
- Operations Centre relocation of staff due to demolition of two buildings - \$55,000
- CCTV Camera Mtce works - \$69,000

Cash and Investments Budget Review Statement

Budget Review for quarter ended 31 March 2023							
Cash & Investments							
	Opening Balance as at 1 July 2022	Original Budget 2022-23	Budget Review September 2022-23	Budget Review December 2022-23	Budget Review March 2022-23	Projected Year End Result	Actual YTD figures
	000s	000s	000s	000s	000s	000s	000s
Total Cash, Cash Equivalents and Investment Securities	45,594	52,544	45,949	44,807	39,562	39,562	55,202
Restrictions							
External Restrictions							
Developers Contributions	8,716	8,330	-277	-416	-4,412	11,941	11,941
Specific Purpose Unexpended Grants	23					23	23
Loans	2,000		-1,000			1,000	1,000
Stormwater Management	275					275	275
Domestic Waste Management	1,722	-600	-739	-11		372	372
Total External Restrictions	12,736	7,730	-2,016	-427	-4,412	13,611	13,611
Internal Restrictions							
Plant & Vehicle Replacement	2,091	-600				1,491	1,491
Employees Leave Entitlements	1,189					1,189	1,516
Carry Over Works	1,270		-787		-159	324	452
Deposits, Retentions & Bonds	4,967					4,967	4,967
Financial Assistance Grant (advance)	934					934	934
Information Technology	835	-260	-295			280	280
WHS	429		-50			379	379
Parking Meters Replacement	466	100				566	566
Property Sales	500					500	500
Future Property Investment	3,692	170	-1,033	-170		2,659	2,659
LATMs	294					294	294
Woodstock Community Building	287					287	287
Election	161	120				281	281
Property Maintenance	1,222	-50	-255	-100		817	817
Park Upgrades	770				-550	220	220
Enfield Aquatic Centre Maintenance/Upgrade	239	50	-19			270	270
Local Environmental Plan	1,045	150	-1,026			169	169
Insurances	0	50				50	50
CCTV	193				-69	124	124
Technology Enhancements	971	-410				561	561
Infrastructure - SRV	1,114		-1,114			-	-
Operations Centre	600	-100		-445	-55	-	-
Business Continuity	600					600	600
Contract Liabilities	7,288					7,288	7,288
Town Centre festive decorations	150					150	150
Other	425					425	425
Total Internal Restrictions	31,732	-780	-4,579	-715	-833	24,825	25,280
Total Restrictions	44,468	6,950	-6,595	-1,142	-5,245	38,436	38,891
Unrestricted Cash	1,126	1,126	1,126	1,126	1,126	1,126	16,311

Council's Current Unrestricted Cash is distorted as Council has received a high volume of rate revenue as at 31 March 2023. The Unrestricted Cash figure will fluctuate during the year as it will be used to fund planned expenditure.

Investments:

Council's investments have been made in accordance with its Investment Policy and the Investment Guidelines issued by the Minister for Local Government at the time of their placement. As at 31 March 2023, Council's investment portfolio stood at \$55,202,296. Council's Investments are tabled on a monthly basis as a separate report.

Cash:

Council's Finance Officers undertake a monthly bank reconciliation, which reconciles funds held in Council's General Fund Bank Account with those within its ledger. The most recent reconciliation was undertaken on 5 April 2023 for the month ending 31 March 2023. The reconciliation was approved by the Financial Operations Accountant and the balance in Council's General Fund Bank Account totalled \$169,662.17.

Key Performance Indicators Statement

In assessing an organisation's financial position, there are a number of performance indicators that can assist to easily identify whether or not an organisation is financially sound. These indicators and their associated benchmarks, as stipulated by the Local Government Association of NSW and Shires Association of NSW are set out below.

	Performance Indicator	2022-23 Original Budget	2022-23 Budget Sept Review	2022-23 Budget Dec Review	2022-23 Budget Mar Review	Local Government or NSW Treasury Corp Bench Mark	March quarter Comments
1	Operating Performance Ratio	-4.21%	-10.23%	-12.20%	-12.23%	Greater or equal to break-even	Tracking to projected December quarter review.
2	Consolidated Budget Result	\$4,877 Surplus	\$9,495 Surplus	\$3,302 Surplus	\$5,558 Surplus	N/A	Current budget tracking to revised result.
3	Unrestricted Current Ratio	2.29:1	4.55:1	3.26:1	4.13:1	Greater or equal to 1.5:1	Currently trending above the benchmark.
4	Debt Service Result	1.90%	1.87%	1.85%	1.81%	Greater than Zero	Tracking as per Budget.
5	Rates and Annual Charges Outstanding %	5.64%	62.44%	43.35%	23.09%	Less than or equal to 5%	For the year to 31 March 2023 Council has received \$28,807,035 in payment of Rates, Annual Charges and Interest levied which equates to 76.91% paid.
6	Building and Infrastructure Renewals Ratio	199%	279%	568%	1833%	>100% or 1:1	Ratio increased in March quarter due to WestInvest stage2 capital works projects brought to account.

- Operating Performance Ratio** - The Operating Performance Ratio measures the ability of Council to contain operating expenditure within operating revenue excluding capital amounts. An indicator of "equal to or greater than zero percent".
- Consolidated (Budget) Result** - The Consolidated (Budget) Result is the increase or call on Council funds which shows the source and application of both Operating and Capital Income and Expenditure along with transfers to and from Reserves applicable to those activities. A Surplus is a positive financial indicator.
- Unrestricted Current Ratio** - The Unrestricted Current Ratio is an industry based liquidity ratio which measures the serviceability of debt. Over time the preferred level of adherence has shifted from 2:1 (or \$2 in cash for every \$1 of debt) to 1.5:1. Some local government

practitioners (including independent auditors) consider 1:1 is satisfactory. Council currently projects to have a ratio of 4.13:1 at years end. A ratio greater than 1.5 is a positive financial indicator.

4. **Debt Service Result** - This ratio measures annual debt service costs (Principal and Interest) against operating result before capital excluding interest and depreciation. NSW Treasury Corporation benchmark suggests an indicator at 2% minimum. A ratio of 2.1 or more is a positive financial indicator.
5. **Rates and Annual Charges Outstanding Percentage** - This indicator measures the collectability of Council's rates and annual charges revenue and highlights the strengths of collection policies and strategies. A ratio of 5% or less is a positive financial indicator. Currently Council has collected 76.91% of the Rates and Annual Charges raised, based on these figures a collection rate for the year should be below the OLG recommended 5% level. Debt recovery action will commence during May and June.
6. **Building and Infrastructure Renewal Ratio** - This ratio indicates the rate of renewal/replacement of existing assets as against the depreciation of the same category of Assets. A ratio greater than one is a positive financial indicator.

Budget Review Contracts and Other Expenses

Part A – Contracts Listing

Contracts entered into by Council during the quarter ending 31 March 2023 which are required to be reported.

Contractors	Contract Details and purpose	Contract Value GST excl	Commencement Date	Duration of contract	Budgeted (Y/N)
Hasbuilt Projects Pty Ltd	Fitout works Elsie Street Offices	\$93,810	24 January 2023	February 2023	Y
J.J Coleman Plumbing Pty Ltd	CCTV Survey Stormwater Pipes	\$120,680	14 March 2023	June 2023	Y
Integrated Environmental Pty Ltd	Asbestos Removal Operations Centre Buildings	\$205,450	24 February 2023	April 2023	Y
The Trustee for Choi Ropiha Figuera Unit	Architecture and Landscape Design Services – Burwood Urban Park	\$1,571,050	9 March 2023	December 2026	Y

Part B – Legal Expenses

Type	Individual Matter	Expenditure Year to Date	Cost Recovery / Fines YTD
Advice	Legal advice - Power Of Attorney	560.00	
Advice	Division 8.2 Review of Determination Application Of New SEPPs Matthews Folbigg Pty Ltd	4,743.00	
Advice	Advice-Burwood Urban park & Burwood Place	3,640.00	
Advice	Legal Advice Public Art Policy	3,000.00	
Advice	Preparation and advice on suite of contract templates	16,132.00	
Advice	Zen Energy Contract	840.00	
Advice	Licence Agreement for providing a food and beverage service at Enfield Aquatic Centre	2,349.66	
Advice	Legal 1a Railway Pde - Kiosk	8,654.68	
Advice	Town Planning Legal - Lease advice	12,957.15	
Advice	Access Advice - Urban Park	3,120.00	
Voluntary Planning	Legal Advice - 17 Dean Street	2,952.60	
Voluntary Planning	Legal Advice - 254/256 Liverpool Road	0.00	2,984.98
Voluntary Planning	Legal Advice - 127-133 Burwood Road Burwood	0.00	2,945.50
Voluntary Planning	Legal Advice - Burwood RSL	0.00	5,000.00
Voluntary Planning	Legal Advice - 28-34 Victoria Street	3,030.00	3,029.18
Advice	6 Woodside Ave Burwood - dog attack	0.00	1,386.00
Advice	2 Culdees Road Burwood Heights	7,634.46	
Advice	Advice regarding Fire Safety Certification	1,460.00	
Advice	20A Angelo St Burwood - Liana Sugrono unlawful works	0.00	285.00
Supreme Court	13 Applan Way Burwood	5,976.00	
Advice	Legal Advice - Shopping Trolleys Left on the Roadway	1,575.00	
Advice	Visy Recycling Contract Negotiations	5,995.00	
Advice	Ilias Panas - 9 Badminton Road Croydon Dog Attack	0.00	200.00
Advice	38 Kembla St CroydonPark Prosecution - Unauthorised removal of trees demolition & construction	560.00	20,000.00
Advice	7 Deane St & 1 Marmaduke St Burwood - Judicial review of decision of BLPP	1,536.00	
Unlawful Works	20 Seymour Street Croydon Park	3,577.00	
Advice	Wynne Avenue lease preparation	10,000.00	
L&E Court	2-4 Cooper Street Strathfield	14,769.59	
Advice	Council vs Arthur Barber – parking fine	0.00	2,100.00
Advice	Council vs Jet Express Plumbing Maintenance Pty Ltd 319-321 Liverpool Rd Strathfield-2 development	0.00	9,850.00
Advice	36 Oxford Street Burwood Order regarding unsafe structure at the rear yard	23,234.03	
Advice	Roller Shutters - Council vs 12 shops on Burwood Road Breach of a Council Order to remove a roller	1,359.35	
Advice	Legal - 18 Applan Way Burwood DA.2021.8 DA.2021.8 - L&E Court Appeal	70,124.25	35,000.00
Advice	Legal - 4 Sherars Ave DA 2020.84 - Demo of existing structure	260.00	
L&E Court	Legal action against CASS for illegal use DA -Change of Use for CASS 11 Elm St, Burwood Heights	1,236.42	
Advice	Appeal - Disobey no parking sign - case# 2021/00093842 John Hadchiti	0.00	616.00
Advice	Council vs - 33 Beresford Ave Croydon Park overgrown vegetation matter at the subject dwelling	7,835.10	
Advice	Council vs Ms Rita Habib - Infringements notice issued for building consent breach at 23 Beaufort Street	3,003.00	3,100.00
Advice	Legal Advice - 23 Victoria Street	9,088.63	
Local Court	Council vs Affordable Demolitions & Excavations Pty Ltd 7-9 Belmore St - Development not accord	1,008.00	
Advice	Council vs Airlie Designs Pty Ltd 7-9 Belmore St - Development not accord consent	1,232.00	2,350.00
Advice	Legal Advice - DA 68 Fitzroy Street Alterations to Boarding House	6,154.00	
Advice	Council vs 2A Applan Way Burwood, Breach of orders- overgrown grass & encroaching vegetation	1,076.40	
L&E Court	New court case for Illegal Works – Rooftop Penthouse 68-72 Railway Pde and 2-10 Oxford St Burwood	20,631.54	
Advice	Advice - Delegations for Contract and Temporary Appointments	2,275.00	
Advice	Council vs Strathfield Real Estate Management P/L (Devine) Penalty Notice7681475790-A frame on	1,508.00	
Advice	Dog Attack - 23-31 Morwick Street	1,575.00	
Land & Environment	Legal Appeal - 254-256 Liverpool Rd DA2021.132 L&E Court	44,923.56	
Advice	Council vs Ms Melissa Barnes - Dog Attack at 6th Sep 2022 67-69 Wentworth Road Strathfield	3,554.00	
Advice	Review and legal opinion Beam Mobility professional fees	2,660.00	
L&E Court	Council vs Elbadoui Aziz Habib L&E Court - Refusal BIC E22/7720 20 Seymour St	4,589.00	
L&E Court	L&E Court Class 1 Appeal - 1 Lean Street DA.2022.87	3,294.18	
Advice	Appeal 98-100 Wentworth & 9-11 Oxford St Burwood DA2022.81 - Mackenzie architects International v	13,754.11	
Advice	68-72 Railway Pde and 2-10 Oxford St Burwood Refusal of a S4.44 Modification	2,910.73	
Advice	MOU between Burwood Council and Strathfield Council	5,157.95	
Advice	Coffee Cart	822.50	
Advice	Lease transfer Burwood Café	2,218.65	
Advice	49 Belmore Street Lease	3,165.00	
Advice	Legal Advice - Tender Urban Public Art Projects	1,526.30	
Advice	Enfield Village - Review & Advice Construction Variation Claim	11,455.12	
Advice	VPA with HoldMark - Legal advice Burwood Urban park & Cultural Ctr	2,357.00	
Advice	BP Contract Legal Review Burwood Park Sensory Garden	5,000.00	
		374,051	88,847
Annual Budget		543,500	

Conclusion

The current forecast budget result and the variations identified as part of the 31 March 2023 Quarter review have been undertaken by the Executive Team and the Chief Finance Officer.

During the quarter Council has brought to account additional Grant funding from Westinvest for stage 2 round projects, which will be completed over several years, any unspent grant monies will

continually be brought forward from one year to the next. Council's Operating Performance ratio has stabilised from the December 2022 quarter, however it is still in negative territory.

There are a number of budget items that must be closely monitored over the remainder of the financial year, with particular focus being placed on identifying opportunities for additional income and internal expenditure savings. These areas include Enfield Aquatic Centre revenue and expenditure, Enforcement Fine income, Car Parking income, Construction Permits and Fees, Development Application income, Legal and Consultancy expenses, Temporary Agency Staff expenses and Contracting services (which cover the filling of current vacancies should become a priority) and Wages and Salaries Overtime.

Regulatory Compliance

In compliance with the requirements of Clause 203(2) of the Regulation, the Responsible Accounting Officer must prepare and submit to Council a budget review statement and form an opinion as to whether the statements indicate that the financial position of the Council is satisfactory. The Chief Finance Officer has been appointed as the Responsible Accounting Officer by the General Manager.

The following is the Responsible Accounting Officer (Chief Finance Officer) opinion:

"It is my opinion that the Quarterly Budget Review Statement for Burwood Council for the quarter ended 31 March 2023 indicated in the above report, takes into account and reflects the changing economic and other conditions that are currently impacting on Council. Council is in a satisfactory position at present, however this could change if Council's management do not continually monitor their budgets and wherever possible endeavour to minimise excessive and nonessential expenditure, with particular attention being placed on reducing reliance on external contractors and consultants, maintain revenue streams where possible and the delivering of Council's Capital Works programme."

Recommendation(s)

1. That the Budget Review Statement of the 2022-2023 Budget as at 31 March 2023, including the statement by the Responsible Accounting Officer, Chief Finance Officer, be received and noted.
2. That in accordance with Clauses 203 and 211 of the *Local Government (General) Regulation 2021*, the revised estimates of income and expenditure for 2022-2023 surplus of \$5,558, as shown in the report be approved and that Council's adopted budget be adjusted accordingly and that the expenditure and income variations projected in the report and the transfers to and from External and Internal Restricted Reserves be approved.

Attachments

There are no attachments for this report.

(Item 31/23) NSW Local Government Remuneration Tribunal - 2023 Determination on Fees for Councillors

File No: 23/20759

Report by Director Corporate Services

Summary

This report provides advice on the determination made by the Local Government Remuneration Tribunal, under sections 239 and 241 of the *NSW Local Government Act*, on annual fees payable to Mayors and Councillors in 2023–24. Council needs to resolve its position on payment of fees in accordance with the parameters set under legislation and the Tribunal determination.

Operational Plan Objective

P.49 Ensure transparency and accountability in decision making

Background

Determination

1. Pursuant to sections 239 and 241 of the *NSW Local Government Act 1993*, the NSW Local Government Remuneration Tribunal makes an annual determination on maximum and minimum fees payable to councillors / members and mayors / chairpersons of general purpose councils and county councils. The details are promulgated via the *Local Government Remuneration Tribunal: Annual Report and Determination* a copy of which is attached to this report.
2. The Tribunal normally delivers its determinations by April of each year so as to provide sufficient time for councils to factor details into finalisation of budget planning for the coming financial year. This year's annual report and determination was made on 27 April 2023. That Determination appears as Attachment 1 to this report.
3. The Tribunal determined a 3% per annum increase in the minimum and maximum fees applicable to each category of council.
4. The Tribunal created 2 new categories of council (being 'Metropolitan Major' and 'Rural Large') and recategorised 26 councils into a higher existing category or placed them in one of the new categories. Burwood Council was not impacted by these recategorisations and remains in the 'Metropolitan Small' category.
5. In its determination, the Tribunal has acknowledged the issues raised in submissions about the remuneration received by mayors and councillors, including a lack of diversity in representation, the changing nature of work required to be undertaken and changed community expectations. The Tribunal has also suggested there would be merit in a comprehensive review of the framework for mayor and councillor remuneration. The Office of Local Government has advised in Circular No 23-03 (see Attachment 2 to this report) that this will be considered as part of the Government's examination of the broader issues facing local government.

Remuneration for Burwood Mayor and Councillors

6. As in 2022–23, Burwood Council has once again been categorised as a General Purpose Council of a 'Metropolitan Small' area. The determination by the Tribunal on annual fees for this category effective from 1 July 2023 is as follows:

Category	Councillor / Member Annual Fee		Mayor / Chairperson Annual Fee	
	Minimum	Maximum	Minimum	Maximum
Metropolitan Small	\$9,850.00	\$21,730.00	\$20,980.00	\$47,390.00

7. Section 249 (2) of the *NSW Local Government Act 1993* stipulates that payment of a mayoral fee is in addition to the fee paid to the incumbent in their councillor capacity.
8. As in previous years, Council resolved in 2022 to set mayoral and councillor fees at the maximum levels permitted.
9. If a councillor is absent (with or without the leave of Council) from its ordinary meetings for any period of more than 3 months, payment will not be made for the period in excess of the 3 months of absence. This is a requirement under section 254A of the *Local Government Act 1993*. That section of the Act also permits Council to make determinations to reduce or withhold payment of the annual fee for any period up to 3 months for which the councillor is absent from ordinary meetings of Council, with or without leave.
10. In accordance with section 404 of the *Local Government (General) Regulation 2021*, written requests by councillors may be made to the General Manager to have their remuneration payments reduced or stopped at any time, where the payment of the annual fee will adversely affect the councillor's entitlement to a pension, benefit or allowance under any legislation of the Commonwealth, a Territory or a State. It is each councillor's responsibility to reconcile their receipts with the Australian Taxation Office (ATO) and determine whether continuation of fee payments in part or full may adversely affect that entitlement.

Financial Implications

Sufficient allowance has already been made in the 2023–24 budget to accommodate the maximum permissible fees determined for that period by the Tribunal.

Conclusion

Council needs to resolve its position in relation to fees payable to the Mayor and Councillors for the 2023–24 year.

Recommendation(s)

That Council confirm the setting of mayoral and councillor annual fees for the period 1 July 2023 to 30 June 2024 at the maximum permissible levels, being \$47,390.00 and \$21,730.00, respectively.

Attachments

- 1 Local Government Remuneration Tribunal - Annual Determination 2023
- 2 Office of Local Government Circular No 23-03 - 2023/24 Determination of the Local Government Remuneration Tribunal

Local Government
Remuneration Tribunal

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

27 April 2023



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Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.

Accordingly, the revised categories of general purposes councils are determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural



Fees

The Tribunal determined a 3 per cent per annum increase in the minimum and maximum fees applicable to each category.

For the new categories, the Tribunal has determined fees having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Twenty six (26) councils are recategorised into a higher existing category or placed in a new category.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2020.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. Natural disasters have a significant impact on the way mayors in particular work. There is an increase on time demands from the community, and media during these events as well as an increase in workloads. Whilst it is worth noting these issues, it is not within the Tribunal's authority to determine additional remuneration in recognition of the increasing demands on a mayor's time for these events.
6. The Tribunal's determination takes effect from 1 July each year.

Section 2 – 2022 Determination

7. In 2022, the Tribunal received eight (8) submissions, which included five (5) requests for recategorisation. Three of these requests sought the creation of new categories.
8. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate but noted that some councils may have a case for recategorisation at the next major review of categories in 2023.
9. The Tribunal determined that fees would increase 2 per cent in the minimum and maximum fees applicable to each category from 1 July 2022.

Section 3 – 2023 Review

2023 Process

10. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees, categorisation and any other general matters. The invitation noted that it is expected that submissions are endorsed by the respective council.
11. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
12. The Tribunal received 18 written submissions, of which 15 were from individual councils, 1 submission from LGNSW, 1 from Australian National University academic, Associate Professor Tanya Jakimow, and 1 from the United Services Union (USU).
13. The Tribunal notes that 12 of the 15 council submissions were endorsed by the representative councils.
14. The Tribunal acknowledges and thanks all parties for their submissions.
15. Noting its comments in its reports of 2021 and 2022, the Tribunal met Central NSW Joint Organisation member representatives in Orange, and Far South West Joint Organisation member representatives in Broken Hill. The Tribunal also gave an overview of its work to a meeting of the Country Mayors' Association in Newcastle. While in Broken Hill the Tribunal met with LGNSW representatives.
16. The Tribunal and Assessors met as required to discuss submissions, review category criteria and allocation of councils



Categories

17. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every three years. The Tribunal last reviewed the categories in 2020.
18. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in Section 240 of the LG Act:
- *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*
 - *the diversity of communities served;*
 - *the regional, national and international significance of the council;*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
 - *such other matters as may be prescribed by the regulations.*
19. The 2020 Determination established the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre



Metropolitan Small	Regional Rural
	Rural


20. For its 2023 review, the Tribunal undertook an extensive examination of the categories, criteria and allocation of councils into each of the categories.
21. The Tribunal examined statistical and demographical data, with population data sourced from Australian Bureau of Statistics (ABS) 2021 Census (the latest available data).
22. Having regard to section 239 of the LG Act, information examined and provided through submissions, the Tribunal has determined the categories of general purpose councils as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

23. In reviewing the current model, the Tribunal sought to improve consistency of criteria.
24. In examining the criteria for each of the categories, the Tribunal is of the view that non-resident population criteria should also be included for consistency in the following categories:

- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural

25. Three (3) councils will be reclassified as a result of meeting criteria thresholds into an existing category.
26. The Tribunal has determined the creation of two (2) new categories, being Metropolitan Major and Rural Large.
27. In determining the 2 new categories the Tribunal gave significant consideration to section 239 of the LG Act, statistical data, the existing categories and relativities between each category.
28. It was determined that the existing Rural category did not differentiate between large and small rural councils, in population, size, and terrain. Evidence demonstrated that a number of Rural councils are large in geographic area, requiring great distances to be covered. The Tribunal also examined a range of data that it believes goes to the delivery of efficient and effective local government.
29. Hence a new category Rural Large is created. The determination is amended to reflect the new category and criteria that includes a population greater than ten thousand, and a councillor to resident ratio of 1 to 1200. The Tribunal notes there are a number of Rural councils on the cusp of this new category.
30. The revised category also shows more clearly the differences for large rural and remote councils. It is becoming apparent these councils require



different considerations regarding the role Mayors and Councillors in servicing the community across such large distances.

31. Evidence reviewed established the need to differentiate between some Large Metropolitan councils. Comparison data reviewed included population, operating revenue, and submission evidence relevant to section 239 of the LG Act. This examination further exposed the gap between Metropolitan Large and Major CBD categories, thus resulting in the Tribunal establishing a new category to bridge the gap.
32. The determination is amended to reflect a new category, Metropolitan Major, with a population criteria threshold of 400,000 (including non-resident).
33. Accordingly, the Tribunal has identified a number of councils that will be recategorised into these new categories.
34. Given the relativities in population threshold criteria, the Tribunal is of the view that the population criteria for Regional Strategic Area be adjusted from 200,00 down to 100,000.
35. As a result, three (3) councils will be reclassified as Regional Strategic.
36. Whilst the Tribunal did explore additional criteria points that may go to efficient and effective local government, within the bounds of statutory provisions no further changes to the criteria could be determined in this review.
37. The category County Councils remain unchanged, retaining the categories of Water and Other.

38. **Appendix 1 Criteria that apply to categories** has been amended to reflect changes outlined above.


Submissions Received – Categorisation

39. Nine (9) submissions received from councils requested recategorisation and five (5) of these requested the creation of new categories.
40. A summary of matters raised in submissions and the Tribunal's consideration of those matters is outlined below

Request for New Categories


41. Requests were received for the creation of new categories namely, Metropolitan Large Growth Area, Metropolitan Major, Metropolitan Medium Growth and Regional Growth.
42. Blacktown City Council again requested the creation of a new category, Metropolitan Large - Growth Area. Council stated its current categorisation in Metropolitan Large "*does not reflect the complexities of servicing their rapid rate of growth and economic influence*".
43. Blacktown City Council contends that a new category would allow a criteria to be set that reflects:
- Size
 - Rate of growth
 - Economic influence
 - Operational budget

- Complexities of remaining financially sustainable whilst maintaining services and providing new infrastructure
44. Penrith Council reiterated previous submissions, again requesting the creation of a new category, Metropolitan Large Growth Centre. Council argues they are unique compared to other similar sized councils, providing significant regional services to Greater Western Sydney.
45. Penrith Council contends its claim for creation and inclusion in a new category is enhanced through their leading role in the region demonstrating the exponential growth that will occur in the Penrith Local Government area. Council submits they are playing a leading role in several significant city-shaping projects and initiatives such as:
- Western Sydney Airport
 - Western Sydney Priority Growth Area
 - Penrith Health and Education Precinct
 - The Greater Sydney Commission District planning process
 - National Growth Areas Alliance
 - Sydney Science Park
 - Defence Industries Precinct and
 - South Creek Corridor
46. While the Tribunal understands that areas of Western Sydney are developing rapidly, not least with the new airport and associated infrastructure it is not persuaded to create a new category, Metropolitan Large - Growth Area/Centre. These councils are experiencing growth and will in the future have populations of residents and non-residents that meet the thresholds for recategorisation. It is not within the Tribunal's legislative



remit to anticipate growth. However as dealt with earlier in this determination, the Tribunal acknowledges the need for a new Metropolitan category to reflect increasing population and bridge gap between current categories, Metropolitan Large and Major CBD.

47. Canterbury Bankstown Council proposed the creation of a new category, Metropolitan Major, that would sit in between current category of Metropolitan Large and Major CBD.
48. Council based its argument for a new category on the following grounds:
 - Categories need to have consistent criteria
 - A new category of Metropolitan Major would capture increased population and workloads post amalgamation process
 - New criteria should be based on population size and councillor to resident ratio
 - Councils size, with a current population of 372,322 across five wards
 - Population and distribution of population
 - Councils' area and physical terrain
 - Diversity of communities served
 - Nature and volume of business dealt with by Council
49. Council proposed a new criteria could include population threshold and councillor to resident ratio, with thresholds being 350,000 and 1 to 24,000.
50. The Tribunal considered the suggested criteria of a councillor to resident ratio for all categories. Whilst the Tribunal has included this criteria for



Rural Large category, it has not included it for all categories. It may warrant further consideration for other categories in future reviews.

51. The Tribunal is persuaded to include a new category, Metropolitan Major, with a population criteria threshold of 400,000 in the determination.
52. Camden Council's submission requests the creation of a growth category for Metropolitan Medium councils. They argue the proposed new category would allow criteria to be established to better reflect their growth rate, economic influence and complexities involved in servicing growth.
53. Council proposes the new category be called Metropolitan Medium – Growth Area. Council submits that its inclusion into this new category is based on the following:
 - Population growth
 - Development corridors
 - Growing assets and major infrastructure
 - Major services and institutions
54. The Tribunal has already determined a new metropolitan category, taking into account population and relatives in population between existing categories. It is not persuaded to include another new metropolitan category.
55. Maitland City Council requested the creation of a new category, Regional Growth Area to bridge the gap between Regional Centre and Regional Strategic.
56. Council based its argument for a new category on the following grounds:



- Maitland is the fastest growing regional city in NSW
- significant role in accommodation growth
- Council being an emerging health centre, with the \$470 million investment in the new Maitland Hospital
- Significant role in delivery of state goals, including Greater Newcastle Metropolitan Plan 2036 and a state partner in infrastructure delivery including roads and facilities

57. Council also contends the current categorisation model for non-metropolitan is inadequate. It argues that the application of the population criteria is flawed as increments initially rise by 20,000 before leaping up by 160,000.

58. The current population criteria thresholds for non-metropolitan councils are outlined in the table below:

Category	Population Criteria
Rural	<20,000
Regional Rural	>20,000
Regional Centre	>40,000
Regional Strategic Area	>200,000
Major Strategic Area	>300,000

59. The Tribunal has considered the issues raised in Council’s submission but is not persuaded for reasons noted earlier for anticipation of growth versus actual population, to create a new category, Regional Growth Area.

60. The Tribunal acknowledges the point made in Council's submission regarding incremental increases for non-metropolitan categories population criteria.
61. As outlined earlier the Tribunal has determined to change the population criteria for Regional Strategic from 200,000 to 100,000. This will result in Maitland Council being reclassified.

Requests for Recategorisation

62. The Tribunal received four (4) requests for recategorisation. Liverpool, Byron, Tweed and Burwood Councils put forward individual cases for recategorisation for the Tribunal's consideration.
63. A summary of council's requests and the Tribunal's findings are outlined in the paragraphs below.
64. Liverpool Council requested to be reclassified from their current classification of Metro Large to Major CBD category. Liverpool Council's case to be included in Major CBD category is based on the following grounds:
- Population forecast to grow by 59.23% in the next 20 years from 242,817 to 386,646
 - A GDP estimated at \$13.03 billion, with 91,000 jobs in the LGA
 - Significant development in the LGA that includes new council offices and chambers, new city library, childcare facility, and the \$106 million Liverpool Quarter development consisting of retail, commercial, food and beverage spaces

- Liverpool being an integral part of Western Sydney Deal to deliver transformative change
- Liverpool being home to several significant infrastructure projects, including Western Sydney Airport, Western Sydney Infrastructure plan, Holsworthy Barracks and Liverpool Hospital upgrades
- Diversity of population

65. The Tribunal notes that the current criteria for Major CBD remains unchanged. It includes being a major provider of business and government services, and secondary CBD to metropolitan Sydney.
66. Having regard to section 239 of the LG Act, the criteria, the submission put forward, and for reasons outlined earlier in regard to anticipated growth versus actual growth, the Tribunal is not persuaded to include Liverpool Council in Major CBD category.
67. Byron Shire Council requested to be reclassified from their current category of Regional Rural into Regional Centre.
68. Council noted, based on ABS 2021 census data, with a population of 36,077, it is on the cusp of reaching the population threshold of 40,000 residents.
69. Council believes they meet several other additional criteria that supports their case for reclassification. Council's request is based on the following grounds:
- Non-resident population of 4,817 travel from surrounding locations to work in the LGA

- A population growth increase of 7.2% over the last 5 years, which is above the state increase of 5.3%
- Proximity to Gold Coast and Ballina/Byron airports
- Byron being home to internationally renowned Hinterland region
- Byron being home to a large number of festivals and events

70. As outlined earlier in this determination, the criteria for Regional Centre has been amended to include non-resident population as a criteria point.


71. This result is Byron Shire Council will be reclassified to Regional Centre.

72. Tweed Shire Council once again requested reclassification from Regional Centre to Regional Strategic Area on the following grounds:

- Proximity to Sydney via Gold Coast airport
- Proximity to Brisbane and Gold Coast
- Tweed being a major city centre and population centre for Northern Rivers Joint Organisation
- Tweed being the largest employer and strongest growth area in the Northern Rivers
- The construction of new state of the art Tweed Valley Hospital due to open in late 2023

73. Tweed Shire Council will be reclassified as a result of changes to Regional Strategic Area criteria outlined earlier in this determination.

74. Burwood Council requested to be reclassified from their current classification of Metropolitan Small to Metropolitan Medium. Council acknowledged that they do not currently meet the population criteria to be




placed into the requested category. The criteria as outlined in the 2022 Determination, Appendix 1 of the criteria that apply to categories states

“Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.”

75. If Burwood Council’s non-resident working population was included, the total population would be 53,435 well short of exceeding the population threshold for Metropolitan Medium.
76. Further examination demonstrates that Burwood council does not meet the broader criteria for Metropolitan Medium. Accordingly, Burwood Council will remain in current classification of Metropolitan Small.
77. The matters raised generally in submissions of Berrigan, Cowra, Inner West, Kur-ring-gai, Singleton and Temora Councils are outside of the scope of the Tribunal statutory functions, but in the view of the Tribunal are worthy of further consideration. These matters relate to the current remuneration principles and structures that apply to mayors and councillors in NSW and the potential impacts of these constraints. These are discussed further below.

Section 4 – 2023 Fees

78. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
79. Pursuant to section 146C (1) (a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Regulation). The IR Regulation provides that public sector wages cannot increase by more than 3 per cent per annum and the tribunal therefore has the discretion to determine an increase of up to 3 per cent per annum.
80. Four (4) submissions received addressed the issue of the fees quantum increase. These submissions sought an increase of 2.5% or greater.
81. The LGNSW submission requested that the Tribunal increase fees by the maximum 3 per cent, but further argued that the maximum increase is *“inadequate and does not address the historic undervaluation of work performed by elected representatives and the substantial responsibility associated with local government.”*
82. LGNSW used economic and wage data to support their argument, that included:
- Consumer Price Index (CPI)
 - National and State Wage cases
 - Market comparability

- 
83. LGNSW in their meeting with The Tribunal and Assessors, further emphasised that remuneration for Councillors and Mayors has been reduced in real terms due to impacts of inflation and capping of remuneration increases.
84. The Tribunal received a late submission from the USU, advocating for the maximum increase to be applied. The USU argued that all work carried out in local government needed to be fairly remunerated and reflect the rise in cost of living.
85. Whilst only five of the eighteen submissions received addressed the issue of quantum increase of fees, more than half of the submissions provided commentary on a range of remuneration issues.
86. Submissions suggested that the current remuneration structure is inadequate and requires further review. It has been suggested that the current remuneration structure does not adequately reflect:
- Role, responsibilities, and commitment required to perform functions successfully
 - Workloads
 - Complexity of role
 - Commitment and skills required
 - Fairness
87. Furthermore, it has been suggested that the low level of remuneration is a barrier to encouraging participation and diversity of candidates that reflects communities.


88. Associate Professor Jakimow of the Australian National University provided a detailed submission outlining the negative impacts of inadequate remuneration. The substance of the submission is that current remuneration levels do not adequately reflect the hours and complexity of work. Furthermore, low remuneration is a barrier to participation and diversity.
89. Associate Professor Jakimow argues that:
- “inadequate pay has significant negative consequences: low quality local democracy, an unacceptable burden on councillors and their families, and poor councillor diversity.”*
90. A number of submissions provided comparison data to demonstrate that the current remuneration principles and structure are not reflective of time, skills and competencies required to effectively perform the roles of councillor and mayor.
91. Comparisons were made to State and Federal parliamentary members, councillors and mayors in the Queensland and Victorian local government jurisdictions, average remuneration of a chairperson of a board, not for profit organisations and national minimum wage. The basis of the argument is that NSW mayor and councillors are paid below these organisations.
92. One submission noted that legislative change would be required to change remuneration model.
93. The Tribunal acknowledges issues raised in submissions regarding remuneration principles, structure and potential impacts. Many of these issues are worth serious consideration, they are however not currently

within the Tribunal's remit. The Tribunal concludes these matters should be given further investigation and consideration.

94. The Tribunal has considered key economic indicators, including the Consumer Price Index and Wage Price Index, and has determined that the full 3 per cent increase will apply to the minimum and maximum fees applicable to existing categories.
95. As an initial determination, the ranges for new categories are not subject to the wages policy. Future increases in those categories, as is the case for existing categories, will be subject to wages policy in accordance with section 242A(4) of the LG Act.
96. The minimum and maximum fees for the new categories have been determined having regard to the relativities of existing categories

Time for Fresh Thinking

97. Submissions made to the 2023 review and the Tribunal's own conclusions from evidence it has examined, suggest that there are significant issues underlying the concerns raised about mayor and councillor remuneration. It is apparent to the Tribunal that those issues which include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations cannot be easily resolved under the existing framework. In the Tribunal's view, there would be merit in a comprehensive review of the framework for mayor and councillor remuneration.
98. The criteria under which the Tribunal makes these determinations has



been in existence since 1994 and at that time NSW had 177 Councils. Much has changed over the past 30 years, but the criteria has not.

99. As noted earlier in this determination the Tribunal and Assessors met with two Joint Organisation member representatives. While much of what was discussed has been dealt with in this determination it is worthy for the record to restate the view of LGNSW of the “*need for major reform*”.
100. Key themes and issues raised during discussions by mayors, councillors and general managers with the Tribunal and Assessors include:
- Changes to ways of working including expectations of increased use of social media and online platforms (“always on” expectations from constituents)
 - Impacts of future development
 - Impact of changes to legislation and regulation on workload
 - Serving constituents in regional centres, country areas regional areas, rural and remote areas
 - Remuneration principles
 - Natural Disasters including floods, fires, mice, locusts and tragedies generally
 - Confusion in roles and responsibilities – need for compulsory and consistent training of candidates prior to election and induction of those elected

- Popularly elected mayors and two-year mayoral terms and the role of the Deputy Mayor when a mayor is absent, as distinct from temporarily unavailable
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose. There appears to be significant variation in the interpretation of the guidelines and subsequent council policies
- The optional payment of superannuation being used for political purposes
- Paid parental leave for councillors
- Is remuneration holding back quality candidates or are behavioural issues – both in and out of meeting environment
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios
- Clarity in the payment of fees for chairpersons and voting members of Joint Organisations for additional workloads

101. Diversity was a strong theme heard by the Tribunal, both diversity of communities served and diversity of representation. We heard that

younger people, women, Aboriginal and Torres Strait Islander people and members of culturally and linguistically diverse communities among others, are underrepresented in many councils.

102. The Tribunal acknowledges that it is not within its authority to address many of the issues that were raised in submissions.
103. The Tribunal is not suggesting a fundamental review of the role of councillors and notes that people enter local government representation from a sense of civic service rather than for remuneration.

Conclusion

104. The Tribunal is of the view that a broader consideration is required of the matters raised in this determination. If the Minister decided to refer these matters under section 238 (2) of the LG Act the Tribunal would be willing to assist noting that it would require considerable consultation with the sector and access to suitable resources from Government.
105. The Tribunal's determinations have been made with the assistance of the Assessors Ms Kylie Yates, Gail Connolly PSM (in her role as Acting Deputy Secretary) and Mr Brett Whitworth.
106. It is the requirement of the Tribunal that in the future all submissions have council endorsement.
107. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
108. Determination 2 outlines the maximum and minimum fees paid to



councillors and mayors and members and chairpersons of county councils
as per section 241 of the LG Act.

109. The Tribunal acknowledges and thanks the secretariat for their excellent
research and support in completing the 2023 determination.

Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2023

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed

- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Rural (12)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (18)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Hilltops
- Inverell
- Leeton
- Moree Plains
- Murray River
- Muswellbrook
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2023

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2023 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	29,610	43,440
Major CBD	19,760	36,590
Metropolitan Major	19,760	34,590
Metropolitan Large	19,760	32,590
Metropolitan Medium	14,810	27,650
Metropolitan Small	9,850	21,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	181,210	238,450
Major CBD	41,960	118,210
Metropolitan Major	41,960	106,960
Metropolitan Large	41,960	94,950
Metropolitan Medium	31,470	73,440
Metropolitan Small	20,980	47,390

General Purpose Councils - Non-Metropolitan**Councillor/Member Annual Fee (\$) effective 1 July 2023**

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,980	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430



County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))

Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.


Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.



Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.



Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.



Circular Details	Circular No 23-03 / 10 May 2023 / A859646
Previous Circular	22-14 2022/23 Determination of the Local Government Remuneration Tribunal
Who should read this	Councillors / General Managers
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to implement

2023/24 Determination of the Local Government Remuneration Tribunal

What's new or changing

- The Local Government Remuneration Tribunal has determined an increase of 3% to mayoral and councillor fees for the 2023-24 financial year, with effect from 1 July 2023.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every three years under section 239 of the *Local Government Act 1993*. The Tribunal undertook a review of the categories as part of its 2023 determination.
- The Tribunal has determined the creation of two (2) new remuneration categories, 'Metropolitan Major' and 'Rural Large'.
- The Tribunal has also varied the criteria of several existing categories.
- As a result of the creation of the two new categories and changes to the criteria of some of the existing categories, the Tribunal has re-categorised twenty-six (26) councils into a higher existing category or into a new category.
- In its determination, the Tribunal has acknowledged the issues raised in submissions about the remuneration received by mayors and councillors, including a lack of diversity in representation, the changing nature of work required to be undertaken and changed community expectations. The Tribunal has suggested there would be merit in a comprehensive review of the framework for mayor and councillor remuneration. This will be considered as part of the Government's examination of the broader issues facing local government.

What this will mean for your council

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2023 based on the Tribunal's determination for the 2023-24 financial year.

Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

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ITEM NUMBER 31/23 - ATTACHMENT 2

Office of Local Government Circular No 23-03 - 2023/24 Determination of the Local Government Remuneration Tribunal

Where to go for further information

- The Tribunal's report and determination is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary, Local Government

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(Item 32/23) Amendment to Burwood Development Control Plan Section 6.1 - Preservation of Trees or Vegetation - Adoption

File No: 23/18419

Report by Director City Strategy

Summary

This report provides an overview of the public exhibition of the amendment to Section 6.1 – Preservation of Trees or Vegetation of the Burwood Development Control Plan (DCP).

During the exhibition period, no submissions were received. It is now recommended that Council adopt the proposed amendment to the Section 6.1 of Burwood DCP.

Operational Plan Objective

A.32 Undertake a comprehensive review of the Development Control Plan (DCP) 2013 and prepare a user friendly and interactive DCP

2.1.3 Ensure transparency and accountability in decision making.

Background

Section 6.1 - Preservation of Trees or Vegetation provides controls to ensure the protection of trees and vegetation. The current requirements for tree preservation and protection refer to requirements under the *State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017* (Vegetation SEPP), which was repealed in March 2022 and no longer apply.

On 1 March 2022, 45 planning policies were consolidated into 11 theme based policies to make the planning system simpler. The Vegetation in Non-Rural Areas SEPP 2017 became Chapter 2 (Vegetation in non-rural areas) of the *Biodiversity and Conservation SEPP 2021*. Chapter 2 replicated the 2017 Vegetation SEPP so no changes were required to the DCP at that time.

On 3 October 2022, the *Biodiversity and Conservation SEPP 2021* was amended to ensure that the requirements for vegetation clearing permits in Council's DCP align with Part 2.3 of the SEPP, which states that Councils can specify vegetation that requires a permit to clear by declaring it in their DCP as vegetation to which Part 2.3 of the SEPP applies. In this regard, the DCP may identify the vegetation in any manner including by listing the species, size or location of vegetation, or the presence of vegetation in an ecological community or in the habitat of a threatened species.

The DCP is required to be updated to refer to the *Biodiversity and Conservation SEPP* to ensure that an application must still be made for a tree permit and that Council can still issue such a permit.

Council, at its meeting on 14 February 2023 considered a report on an amendment to Section 6.1 – Preservation of Trees or Vegetation of the Burwood DCP and resolved to endorse the amendment for public exhibition.

The amendment has been proposed to align with the requirements of the Biodiversity and Conservation State Environmental Planning Policy (SEPP) 2021 and does not propose changes to the existing controls or change the existing level of protection afforded to trees and vegetation under Burwood DCP. The proposed amendments do not affect the consideration of tree and vegetation preservation considered as part of a development application which are assessed in accordance with the provisions of Part 4 (Section 4.15) of the EP&A Act. These changes only apply to the consideration and issue of permits.

A copy of the amendment to Section 6.1 is included at Attachment 1.

Public Exhibition

The amendment to Section 6.1 of the Burwood DCP was exhibited for 28 days between 6 March to 3 April 2023. An exhibition notice and copy of the DCP amendment were displayed on Council's website as well as the Participate Burwood platform for the period of the exhibition.

No submissions were received during the exhibition period.

Planning or Policy Implications

The amendment to Section 6.1 of the BDCP was publicly exhibited for 28 days in accordance with the Environmental Planning and Assessment Regulation 2021 and Burwood Council's Community Engagement Strategy 2023-2026.

Financial Implications

No financial implications.

Conclusion

The proposed amendment to Section 6.1 – Preservation of Trees or Vegetation aligns with the requirements of the Biodiversity and Conservation State Environmental Planning Policy (SEPP) 2021 and does not propose changes to the existing controls or change the existing level of protection afforded to trees and vegetation under Burwood DCP.

The proposed amendments do not affect the consideration of tree and vegetation preservation considered as part of a development application which are assessed in accordance with the provisions of Part 4 (Section 4.15) of the EP&A Act.

The proposed amendment has been exhibited in accordance with the requirements of the EP&A Regulation and Council's Engagement Strategy. During the exhibition no submissions were received.

It is now recommended that Council formally adopt the amendment.

Recommendation

1. That Council, pursuant to Section 3.43 of the Environmental Planning & Assessment Act and in accordance with clause 14 of the Environmental Planning & Assessment Regulation 2021, adopt the amendments to Section 6.1 – Preservation of Trees or Vegetation of the Burwood Development Control Plan, as included at Attachment 1.
2. That the General Manager be endorsed to make minor modifications to any numerical, typographical, interpretation and formatting errors, if required, prior to the finalisation of the amendment to the abovementioned sections of the Burwood DCP.
3. That Council give public notice of the decision to approve the amendments to Burwood DCP, on its website within 28 days in accordance with Clause 14(2) of the Environmental Planning and Assessment Regulation 2021.

Attachments

- 1 Amendment to Section 6.1 - Preservation of Trees or Vegetation

Attachment 1 – Section 6.1 Preservation of Trees and Vegetation

Existing wording in Burwood DCP	Proposed amendment to the Burwood DCP
<p>6.1 Preservation of Trees or Vegetation</p> <p>Introduction</p> <p>State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017 (the SEPP) has the aim of preserving the amenity of non-rural areas of the State, including its biodiversity values, through the preservation of trees and other vegetation.</p> <p>Authority for tree preservation is derived ultimately from Section 3.14 (1) (e) of the Environmental Planning and Assessment Act (the Act) 1979 which enables an Environmental Planning Instrument to make provision for or with respect to, among other things, the protection or preservation of trees or vegetation.</p> <p>Purpose</p> <p>Section 7 of the SEPP provides that a person must not clear vegetation (cut down, fell, uproot, kill, poison, ringbark, burn or otherwise destroy, lop or otherwise remove a substantial portion of any tree or other vegetation), other than vegetation described in Section 6.1.1 below, without the authority conferred by:</p> <p>a) A development consent, or</p> <p>b) A permit granted by Council.</p> <p>As enabled by Clause 9 of the SEPP, the purpose of this section of the DCP is to prescribe the species or kinds of trees or other vegetation that are subject to the powers of Clause 7, and to</p>	<p>6.1 Preservation of Trees and Vegetation</p> <p>Introduction</p> <p>Council’s tree management and landscaping provisions aim to protect the ecological and landscape values of trees and vegetation on private land within the Burwood Local Government Area.</p> <p>Most species of trees and vegetation on private property are protected and an application for the pruning or removal of private trees may be made to Council in the form of a permit granted by Council or development consent.</p> <p>Part 2.3 of the <i>State Environmental Planning Policy (Biodiversity and Conservation) 2021</i> and Part 4 of the <i>Environmental Planning and Assessment Act 1979</i> applies to the protection of trees and vegetation across the Burwood Local Government Area.</p> <p>This section also:</p> <ul style="list-style-type: none"> ▪ Explains and facilitates the procedures for applying to a permit, ▪ Indicates the information that must accompany an application for a permit, or an application for a Development Application relating to a tree or vegetation, and ▪ Informs people of the consequences of breaching the tree preservation provisions of this DCP.

Existing wording in Burwood DCP	Proposed amendment to the Burwood DCP
<p>clarify the circumstances where the powers do not apply subject to Clause 8 of the SEPP and Section 6.1.1 below. This section also:</p> <ul style="list-style-type: none"> ▪ Explains and facilitates the procedures for applying to a permit, ▪ Indicates the information that must accompany an application for a permit, or an application for a Development Application relating to a tree or vegetation, and ▪ Informs people of the consequences of breaching the tree preservation provisions of this DCP. 	<p>Note: Trees and vegetation not exempt by this section are declared to be vegetation to which Part 2.3 of the <i>State Environmental Planning Policy (Biodiversity and Conservation) 2021</i> applies. This includes trees and vegetation identified as a heritage item or within the curtilage of a heritage item, as identified under Schedule 5 Environmental Heritage of <i>Burwood Local Environmental Plan 2012</i>.</p>

(Item 33/23) Draft Delivery Program 2022-2026 (Year 2), Operational Plan and Budget 2023-2024, Draft Statement of Revenue Policy, Draft Fees and Charges 2023-2024 – Endorsement for Public Exhibition

File No: 23/20917

Report By Director People & Performance and Director Corporate Services

Summary

This report seeks Council's endorsement to publicly exhibit the suite of documents development as a result of the annual review of the Delivery Program and creation of a new Operational Plan.

Operational Plan Objective

C.11.1 – Conduct Council business with transparency, accountability, compliance and probity that ensures community confidence in decision making

P.43 – Plan, monitor and report on the delivery of services and initiatives in accordance with the Integrated Planning and Reporting Framework under the Local Government Act

A.104 – Undertake corporate planning and reporting

Background

The *Local Government Act 1993* (the Act), requires all NSW Councils to produce a four-year Delivery Program and an Annual Operational Plan detailing the principal activities to be undertaken by the Council to implement the strategies established in the Community Strategic Plan.

Every year the Delivery Program is reviewed and a new Operational Plan is created, which must be put on public exhibition and adopted by Council. This year the Delivery Program has been reviewed and will be required to be placed on public exhibition and adopted by Council along with the Operational Plan.

Therefore, the following documents are now submitted to Council for endorsement for the purpose of public exhibition:

- Delivery Program 2022-2026;
- Draft Operational Plan 2023-2024;
- Draft Budget 2023-2024 (contained within the Delivery Program 2022-2026);
- Draft Statement of Revenue Policy (contained within the Delivery Program 2022-2026); and
- Draft Fees and Charges 2023-2024.

It is noted that the Delivery Program 2022-2026 has been reviewed and updates have been made to the Our Priorities section for the 2023-2024 financial year, Our City Shaping Projects 2022-2026 to include the WestInvest projects and also include minor typographical changes.

Once Council considers any submissions from community members, the final plans will be presented to Council at the 27 June 2023 meeting for adoption.

Burwood Council's Draft Delivery Program 2022-2026 and Operational Plan 2023-2024 and related Draft Budgets were produced in accordance with Sections 404-406 of the Act.

Operational Plan

The Draft Operational Plan covers the period 1 July 2023 to 30 June 2024, and is a sub-set of the Delivery Program 2022-2026. The Operational Plan specifies the activities Council will undertake in Year Two of the Delivery Program.

The Operational Plan must include the Statement of Revenue Policy, in accordance with the *Local Government Regulation 2021* (the Regulation).

Budget

In order to resource the activities identified in the Delivery Program and in the Operational Plan, Council has to develop a four-year Budget and an annual Budget, which in turn are part of Council's Ten Year Long Term Financial Plan.

Statement of Revenue Policy

Pursuant to Section 491 of the Act, 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 2023-2024 with the IPART - Rate Peg increase of 3.7% and proposed rates are shown in the following table:

2023/2024 RATING STRUCTURE WITH +3.7% IPART Rate Peg and Other Mandatory Adjustments						
RATE TYPE	CATEGORY	TOTAL NUMBER OF ASSESSMENTS	RATE IN HE DOLLAR	NUMBER MIN. RATE ASSESSMENTS	MINIMUM RATE \$	NOTIONAL YIELD \$
Ordinary	Residential	10,460*	0.00102600	4,448*	\$1,152.28	\$17,098,620
Ordinary	Business A	472*	0.00177223	145*	\$1,260.08	\$1,689,174
Ordinary	Business B	43	0.00264254	3	\$1,260.08	\$680,116
Ordinary	Business C	30	0.00263935	2	\$1,260.08	\$490,322
Ordinary	Business D	42	0.00600313	4	\$1,611.96	\$2,685,551
Ordinary	Residential Town Centre	3,727	0.00066555	3,691	\$1,469.46	\$5,655,594
Ordinary	Town Centre - Minor Business	404	0.00208338	227	\$1,611.96	\$1,704,331
Total		15,178		8,520		\$30,003,708

*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 2023-2024 will be levied on land valuations supplied by the NSW Valuer General with a base date of 1 July 2022.

Pursuant to Section 566 of the Act, interest will accrue on all overdue rates and charges.

In accordance with Section 566(3) of the Act, the Minister has determined the maximum rate of interest payable on overdue rates and charges for the period 1 July 2023 to 30 June 2024 (inclusive), at 9.0% 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

In the 2021-2022 rating year the additional rebate was increased to: \$150 as a one off additional increase as a continuation of relief measures in response to the COVID-19 pandemic.

In the 2022-23 rating year the additional rebate will revert back to: \$125 as per Mayoral Minute 8/21.

In the 2023-24 rating year the additional rebate will be \$125

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 350m² or part thereof by which the parcel of land exceeds 350m²
- 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 \$298,957.50.

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 2023-2024 it is proposed that the standard Residential Waste Service Charge will be set at \$547.75, representing an increase of \$113.00 compared to the 2022-2023 Residential Waste Service Charge.

The yield of the Residential Waste Service Charges is estimated to be \$8,657,520.

Section 611 Charges

The approximate yield for the s611 Charges (Gas Mains Assessment) is estimated to be \$28,000.

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 of the Act 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.

The Draft Schedule of Fees & Charges for 2023-2024 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

Council will be borrowing loan funds of \$1,000,000 during the 2023-2024 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 Act, as amended.

Investments

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

Goods & Services Tax (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 2023-2024 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.

Proposal

That Council endorse the updated Delivery Program 2022-2026, Draft Operational Plan 2023-2024, Draft Budget 2023-2024, Draft Statement of Revenue Policy and Draft Fees and Charges 2023-2024 and authorise the General Manager to place the documents on public exhibition until 21 June 2023.

Consultation

The activities and projects identified in the Draft Operational Plan 2023-2024 have been derived from the priorities set by the community during the preparation of Burwood's Community Strategic Plan, Burwood2036 and a continuation of the objectives and actions outlined in the adopted Operational Plan 2022-2023.

Upon endorsement from Council, the documents will be placed on public exhibition for 28 days until 21 June 2023.

The documents will be made available to the public on Council's website: www.burwood.nsw.gov.au.

During the period of public exhibition, Council will advise members of the public that submissions may be made to the Council, in writing, at any time during this period. Upon the expiry of the public exhibition period, Council will consider any public submissions received, prior to adopting the documents at its Council Meeting scheduled to be held on 27 June 2023.

Planning or Policy Implications

The Operational Plan and Budget are key accountability mechanisms for Burwood Council, with each Council required to implement the identified priorities within their term and regularly report its performance against those priorities back to the community.

Council reviews the Delivery Program each year, prior to preparing the Operational Plan, to ensure it is still moving in the right direction. As with any long term plan, major circumstances need to be considered that might affect the prioritisation of activities and services, such as changes in legislation, a significant failure of infrastructure, a major flood etc.

It is important to note that where a Council wants to significantly change its Delivery Program, it must re-exhibit the document for public comment. A 'significant change' might include deleting proposed programs or activities changing the actions Council proposes to achieve a particular strategy.

From an operational perspective, the Draft Operational Plan and Draft Budgets are based on a realistic and current understanding of Council's capacity to deliver the targets identified for the next three years. Should Burwood Council's financial, staffing and/or capital resources change over the final two year period of the Delivery Program, Council will be required to analyse its Delivery Program and, if necessary, review the priorities.

Financial Implications

The resourcing of the Draft Operational Plan 2023-2024 is detailed in the Draft Budget 2023-2024.

Conclusion

The Draft Operational Plan reflects the strategic targets identified in Burwood's 2036 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 endorse the updated Delivery Program 2022-2026, the Draft Operational Plan 2023-2024, Draft Budget 2023-2024 and Draft Statement of Revenue Policy 2023-2024 and place the documents on public exhibition between 24 May 2023 and 21 June 2023.
2. That Council endorse the Draft Schedule of Fees and Charges 2023-2024, and place the document on public exhibition between 24 May 2023 and 21 June 2023.
3. That a notice of the public exhibition be published on Council's website and social media platforms inviting public submissions, and copies of the updated Delivery Program 2022-2026, Draft Operational Plan 2023-2024, Draft Budget 2023-2024 Draft Statement of Revenue Policy for 2023-2024 and proposed Draft Schedule of Fees and Charges 2023-2024, be made available on Council's website.
4. That following the public exhibition period, a report, including all submissions received, be prepared for Council's consideration and adoption of the updated Delivery Program 2022-2026, Draft Operational Plan 2023-2024, Draft Budget 2023-2024, Draft Statement of Revenue Policy 2023-2024 and Draft Schedule of Fees and Charges for 2023-2024 on 27 June 2023.

Attachments

- 1 Burwood Council Delivery Program (Year Two) and Operational Plan (2023/2024) - Public Exhibition
- 2 Draft Fees and Charges - Public Exhibition

Note - these two attachments have been published as separate documents.

(Item RC7/23) Burwood Local Traffic Committee - May 2023

File No: 23/19795

Report by Director City Assets

Summary

Attached are the Minutes of the Burwood Local Traffic Committee from its meeting of May 2023. The Minutes are hereby submitted to the Ordinary Council Meeting for consideration and adoption by Council.

Operational Plan Objective

C.4.1 Plan and manage transport infrastructure to meet current and future community needs
A.40 Investigate traffic hot spots and implement solutions such as pedestrian refuges, roundabouts or traffic calming devices

Recommendation

That the minutes of the Burwood Local Traffic Committee of May 2023 be noted and the recommendations of the Committee as detailed below be adopted as a resolution of the Council.

(ITEM LTC11/23) ACCESSIBLE MOBILITY PARKING RESTRICTIONS REVIEW***Recommendation***

That Council approve the proposed removal of 'Accessible Mobility Parking' located in various locations of Burwood LGA per the list below.

- a) 17 Stanley Street Burwood - convert to "1P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 1:00pm (Saturday) – Permit Holders Excepted" parking restrictions.
- b) 4 Gibbs Street Croydon - convert to "2P 8:30am to 6:00pm (Monday – Friday) & 8:30am to 12:30pm (Saturday) – Permit Holders Excepted Area 6" parking restrictions
- c) 301 Georges River Road Croydon Park - convert to "unrestricted" parking restrictions
- d) 3 Wyatt Avenue Burwood - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 15" parking restrictions
- e) 12 MacGregor Street Croydon - convert to "unrestricted" parking restrictions
- f) 1 Grosvenor Street Croydon - convert to "unrestricted" parking
- g) 18 Paisley Road - convert to unrestricted parking restrictions
- h) 12 Byer Street Enfield - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 18" parking restrictions
- i) 44 Coronation Parade Enfield - convert to "No Parking" parking restrictions
- j) 19/12 Allison Parade Croydon - convert to "unrestricted" parking

(ITEM LTC12/23) WARATAH STREET, CROYDON PARK - WORK ZONE APPLICATION***Recommendation***

That Council approve the installation of a 'Work Zone, 7:00am – 5:30pm Monday to Friday and 7:00am to 4:00pm Saturday' directly fronting No. 33 Waratah Street, Croydon Park, for a length of 8 metres for a period of 26 weeks.

Attachments

- 1 Burwood Local Traffic Committee Agenda - 04.05.2023
- 2 Burwood Local Traffic Committee Minutes - 04.05.2023



Notice of Burwood Local Traffic Committee Meeting

The May 2023 meeting of the Burwood Local Traffic Committee will be held electronically with the Agenda emailed to Members for review.

The minutes from the March Ordinary and Extra-Ordinary meetings have also been emailed to members for confirmation.

All comments are requested to be returned to Council by 9.30 am Friday 5 May 2023.

Tommaso Briscese
General Manager

Agenda

Acknowledgement of Country

Council acknowledges the Wangal people of the Eora Nation who are the traditional custodians of this land. Council also pays respect to their elders, both past and present, and extends that respect to other First Nations People who may be present.

Apologies/Leave of Absences

Confirmation of Minutes

Recommendation

That the Minutes of the March Ordinary and Extra-Ordinary March Meeting of Burwood Local Traffic Committee as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.

GENERAL BUSINESS

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(ITEM LTC12/23)	WARATAH STREET, CROYDON PARK - WORK ZONE APPLICATION	6

(ITEM LTC11/23) ACCESSIBLE MOBILITY PARKING RESTRICTIONS REVIEW

File No: 23/17221

REPORT BY TRAFFIC ENGINEER & DESIGN

Summary

A review has been undertaken of on-street mobility parking spaces installed in residential streets to determine if they are still required by the residents who made the original application.

Background

Over the years Council has installed on-street mobility parking bays in local streets to assist residents with securing parking within close proximity to their property. These bays are provided where the resident is able to demonstrate that they hold a valid Mobility Permit, where parking demand is high and where on-site parking is not available or accessible.

Consultation

Consultation was conducted with all the residents with mobility parking bays adjacent to their property. Of the 20 residents contacted Council has received the following responses:

- Nine responded that they want to retain the mobility parking space/still use the mobility parking bay and provided updated documentation.
- Three responded that the mobility parking bay was no longer required (located adjacent to 17 Stanley Street Burwood, 4 Gibbs Street Croydon & 301 Georges River Road Croydon Park)
- Eight residents did not respond (located adjacent 3 Wyatt Avenue Burwood, 12 MacGregor Street Croydon, 1 Grosvenor Street Croydon, 18 Paisley Road, 12 Byer Street Enfield, 44 Coronation Parade Enfield & two spaces at 12 Allison Parade Croydon).

Residents who did not respond were sent three letters requesting if the mobility parking spaces were still required and to provide updated supporting information, with no responses received to any request.

Proposal

Based on the responses received Council is proposing to remove a total of 10 existing accessible mobility parking spaces to be converted to the adjacent parking restrictions within the street per the list below.

- 17 Stanley Street Burwood - convert to "1P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 1:00pm (Saturday) – Permit Holders Excepted Area 8" parking restrictions.
- 4 Gibbs Street Croydon - convert to "2P 8:30am to 6:00pm (Monday – Friday) & 8:30am to 12:30pm (Saturday) – Permit Holders Excepted Area 6" parking restrictions.
- 301 Georges River Road Croydon Park - convert to unrestricted parking restrictions.
- 3 Wyatt Avenue Burwood - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 15" parking restrictions.
- 12 MacGregor Street Croydon - convert to unrestricted parking restrictions.
- 1 Grosvenor Street Croydon - convert to unrestricted parking.
- 18 Paisley Road - convert to unrestricted parking restrictions.
- 12 Byer Street Enfield - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 18" parking restrictions.
- 44 Coronation Parade Enfield (bay located on Plymouth Street) - convert to "No Parking" parking restrictions.
- 19/12 Allison Parade Croydon - convert to unrestricted parking.

Financial Implications

The cost of removing signs is estimated to be \$2,000.00 and will be funded from the 2022/23 Traffic Facilities budget.

Recommendation

That Council approve the proposed removal of 'Accessible Mobility Parking' located in various locations of Burwood LGA per the list below.

- a) 17 Stanley Street Burwood - convert to "1P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 1:00pm (Saturday) – Permit Holders Excepted" parking restrictions.
- b) 4 Gibbs Street Croydon - convert to "2P 8:30am to 6:00pm (Monday – Friday) & 8:30am to 12:30pm (Saturday) – Permit Holders Excepted Area 6" parking restrictions
- c) 301 Georges River Road Croydon Park - convert to "unrestricted" parking restrictions
- d) 3 Wyatt Avenue Burwood - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 15" parking restrictions
- e) 12 MacGregor Street Croydon - convert to "unrestricted" parking restrictions
- f) 1 Grosvenor Street Croydon - convert to "unrestricted" parking
- g) 18 Paisley Road - convert to unrestricted parking restrictions
- h) 12 Byer Street Enfield - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 18" parking restrictions
- i) 44 Coronation Parade Enfield - convert to "No Parking" parking restrictions
- j) 19/12 Allison Parade Croydon - convert to "unrestricted" parking

Attachments

There are no attachments for this report.

(ITEM LTC12/23) WARATAH STREET, CROYDON PARK - WORK ZONE APPLICATION

File No: 23/17762

REPORT BY TRAFFIC ENGINEER & DESIGN

Summary

Council has received an application for the installation of a 'Work Zone' along the frontage of 33 Waratah Street, Croydon Park, in order to facilitate a residential double-storey development.

Background

Development consent was provided for construction of a double-storey residential dwelling at No. 33 Waratah Street in November 2022. Unrestricted parking restrictions are currently in place along both the northern and southern sides of Waratah Street.

During the construction of the new development, a 'Work Zone' has been requested along the northern side of Waratah Street for a length of 8 metres, directly in front of the site. This area will be used for delivery of materials and for pumping of concrete, and expected to be required for a period of 26 weeks. Works on site are scheduled to commence in May 2023.

Proposal

It is proposed to install a 'Work Zone' directly fronting the site per the diagram below in order to facilitate the construction and ensure access to the site is not impeded. The 'Work Zone' will be restricted in hours to 7:00am – 5:30pm Monday to Friday and 7:00am to 4:00pm Saturday, matching the hours of consent for the development. The 'Work Zone' has been requested for a period of six months, which will then be reviewed to determine if it is still required.

The proposed arrangement will result in a loss of two on-street parking spaces during the restricted times. Outside of the restricted parking times, these areas will be available to the public.



Consultation

A review of parking occupancy within the street has been undertaken which has shown that the street is not highly occupied. The street is used primarily by resident and their visitors only. As such no resident consultation was considered necessary as the proposed 'Works Zone' restrictions will be directly outside the development site and will be restricted to development consent hours only.

Financial Implications

The 'Work Zone' will be charged to the developer as per Council's Fees and Charges.

Recommendation

That Council approve the installation of a ' Work Zone, 7:00am – 5:30pm Monday to Friday and 7:00am to 4:00pm Saturday' directly fronting No. 33 Waratah Street, Croydon Park, for a length of 8 metres for a period of 26 weeks.

Attachments

There are no attachments for this report.



MINUTES OF THE MEETING OF THE BURWOOD LOCAL TRAFFIC COMMITTEE held electronically on Thursday 4 May 2023 commencing at 9:00 AM.

Attendance

Cr John Faker (Mayor) Chairperson
Ms Angelica Joie Abragan, Transport for NSW
Ms Maryann Duggan, Representative for State Member for Strathfield
Mr Adrian Pritchard, Transit Systems
Snr Constable Germaine Grant, NSW Police Service

Mr George El Kazzi, Director City Assets
Mr Roberto Di Federico, Manager Traffic and Transport
Mr Jeremy Tinslay, Traffic Engineer
Mrs Manasa Simhalapathi, Traffic & Design Engineer

Apologies

That there were no apologies.

Confirmation of Minutes

That the minutes of the Burwood Local Traffic Committee of Burwood held on 16 March 2023, and the April Extra Ordinary Meeting held on 27 April 2023 as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

GENERAL BUSINESS

(ITEM LTC11/23) ACCESSIBLE MOBILITY PARKING RESTRICTIONS REVIEW

File No: 23/17221

Summary

A review has been undertaken of on-street mobility parking spaces installed in residential streets to determine if they are still required by the residents who made the original application.

Recommendation

That Council approve the proposed removal of 'Accessible Mobility Parking' located in various locations of Burwood LGA per the list below.

- a) 17 Stanley Street Burwood - convert to "1P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 1:00pm (Saturday) – Permit Holders Excepted" parking restrictions.
- b) 4 Gibbs Street Croydon - convert to "2P 8:30am to 6:00pm (Monday – Friday) & 8:30am to 12:30pm (Saturday) – Permit Holders Excepted Area 6" parking restrictions
- c) 301 Georges River Road Croydon Park - convert to "unrestricted" parking restrictions
- d) 3 Wyatt Avenue Burwood - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 15" parking restrictions
- e) 12 MacGregor Street Croydon - convert to "unrestricted" parking restrictions
- f) 1 Grosvenor Street Croydon - convert to "unrestricted" parking
- g) 18 Paisley Road - convert to unrestricted parking restrictions
- h) 12 Byer Street Enfield - convert to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 18" parking restrictions
- i) 44 Coronation Parade Enfield - convert to "No Parking" parking restrictions
- j) 19/12 Allison Parade Croydon - convert to "unrestricted" parking

(ITEM LTC12/23) WARATAH STREET, CROYDON PARK - WORK ZONE APPLICATION

File No: 23/17762

Summary

Council has received an application for the installation of a 'Work Zone' along the frontage of 33 Waratah Street, Croydon Park, in order to facilitate a residential double-storey development.

Recommendation

That Council approve the installation of a 'Work Zone, 7:00am – 5:30pm Monday to Friday and 7:00am to 4:00pm Saturday' directly fronting No. 33 Waratah Street, Croydon Park, for a length of 8 metres for a period of 26 weeks.

This concluded the business of the meeting.

(Item Rc8/23) Burwood Local Traffic Committee - April 2023 Extraordinary Meeting

File No: 23/19802

Report by Director City Assets

Summary

Attached are the Minutes of the Burwood Local Traffic Committee from its extra-ordinary meeting of April 2023. The Minutes are hereby submitted to the Ordinary Council Meeting for consideration and adoption by Council.

Operational Plan Objective

C.4.1 Plan and manage transport infrastructure to meet current and future community needs
A.40 Investigate traffic hot spots and implement solutions such as pedestrian refuges, roundabouts or traffic calming devices

Recommendation

That the minutes of the extra-ordinary meeting of Burwood Local Traffic Committee of April 2023 be noted and the recommendations of the Committee as detailed below be adopted as a resolution of the Council.

(ITEM LTC10/23) BURWOOD BUS DEPOT MURAL PROJECT – ARTIST SELECTION

That Council engages Christina Huynh for the project based on the panel recommendation, the quality of her submission and level of experience in delivering public art projects.

Attachments

- 1 Burwood Local Traffic Committee Agenda - 27.04.2023
- 2 Burwood Local Traffic Committee Minutes - 27.04.2023



Notice of Burwood Local Traffic Committee Meeting

The April 2023 extraordinary meeting of the Burwood Local Traffic Committee will be held electronically with the Agenda emailed to Members for review. All comments are requested to be returned to Council by 9.30 am 27 April 2023.

Tommaso Briscese
General Manager

Agenda

Acknowledgement of Country

Council acknowledges the Wangal people of the Eora Nation who are the traditional custodians of this land. Council also pays respect to their elders, both past and present, and extends that respect to other First Nations People who may be present.

Apologies/Leave of Absences

GENERAL BUSINESS

(ITEM LTC10/23)	BURWOOD BUS DEPOT MURAL PROJECT – ARTIST SELECTION.....	4
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(ITEM LTC10/23) BURWOOD BUS DEPOT MURAL PROJECT – ARTIST SELECTION

File No: 23/17022

REPORT BY TRAFFIC ENGINEER, ASSETS & INFRASTRUCTURE

Summary

Council is seeking artist selection approval from the Burwood Local Traffic Committee to engage Christina Huynh to design and install a mural on the front façade of the Burwood Bus Depot which faces onto Parramatta Road.

It is noted that the request is not usual practice as per the TfNSW delegation to Councils in relation to Local Traffic Committees, however this process is being undertaken to comply with conditions outlined in the Parramatta Road Urban Amenity Improvement Program as per the below:

4.2 Approval of Artist and Artwork

a) *the parties acknowledge and agree that the final approval of:*

- i) *the Artist; and*
- ii) *The artwork concept and Artwork design (including the materials used for the Artwork)*

will occur through agreement between Council and TfNSW and will require consultation with all relevant stakeholders including:

- iii) *the Operator;*
- iv) *NSW Police; and*
- v) *The Local Traffic Committee.*

Background

In 2021 Council received funding from the Department of Planning Environment (DPE) through the Parramatta Road Urban Amenity Improvement Program (PRUAIP) for a series of public artworks. One of these commissioned was the Burwood Bus Depot Mural Project, which was for a mural to be installed upon the front façade of the Burwood Bus Depot building. Council has partnered with Transport for NSW and Transit Systems West for the delivery of this project with artwork and artist selection also being overseen by Create NSW and DPE.

In March 2023 Council released an Expression Of Interest (EOI) seeking Sydney based artists to submit proposals for the project. Council received 9 submissions which were reviewed by a panel of Transport for NSW, Transit Systems West, Create NSW and Council representatives.

In the deed of agreement between Council, Transport for NSW and Transit Systems West, prior to formally engaging an artist Council must seek approval from the Local Traffic Committee. Council is also required to seek approval for the final artwork from the Local Traffic Committee prior to installation, this will be the subject of a future report once a draft design is agreed upon per the below extract.

Please see below an image of the site allocated for the mural:



— Mural Location
 — Bus Depot Sign
 — Powerlines

Proposal

The panel has proposed to proceed with engaging Sydney based artist Christina Huynh for the project for the following reasons:

- Christina's brief best addressed the curatorial themes outlined in the EOI, her proposed artwork is:

A fully-fledged 1949 AEC Regent III – 2338 old double-decker bus travels through the mural, with fragments of the structure trailing behind. Interwoven in pieces are elements that identify and celebrate the subtle day-to-day beauties of Burwood and symbols that (through Community consultation) celebrate what makes Burwood unique. Some features and signs may include the integration of yard bombs or the craftsmanship of knitting as an ode to Lorna Hutchings (who loves to knit) and being employed as one of Transport for NSW's first female bus drivers. Another could be integrating line work within the mechanic composition, which references Parramatta Road, Australia's oldest highway.

The artistic style is primarily illustrative, with some areas in the foreground rendered in semi-realism. Considering the artwork as a feature gateway artwork, integrating the green hues of the Transit system logo and aqua hues of the Regent III model into the proposed colour palette will allow the mural to serve as a point of way fare, identifying the Corridor/ Burwood Bus Depot.

- Christina is highly experienced in public art project, works well with local government, highly technically skilled
- Christina has extensive experience in community consultation
- Christina has all licences and insurances needed for the project

Council has also already engaged CATO Logistics to provide a pedestrian management plan, traffic controllers and equipment for the installation of the artwork.



Burwood Bus Depot Mural – Expression of Interest

Name: Christina Huynh
Mobile: 0421 777 905
Email: christina-huynh@live.com



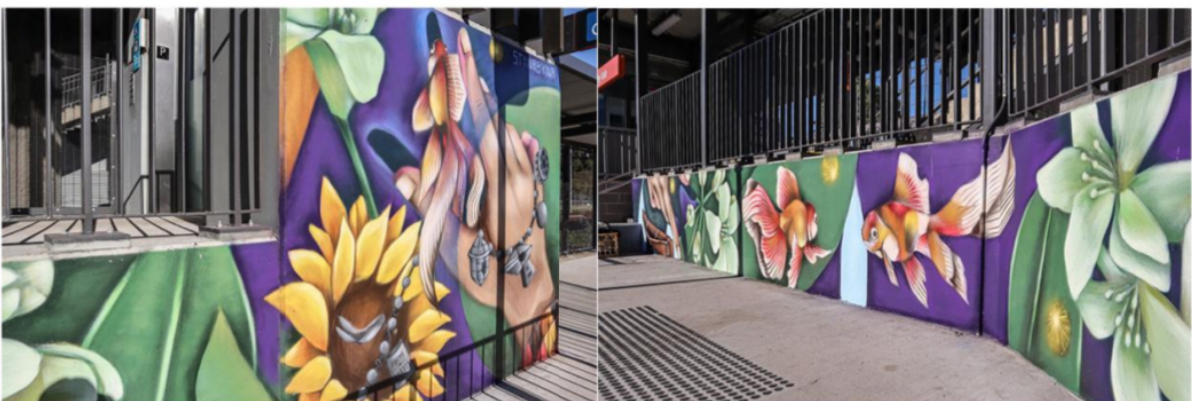
Examples of work:



Streets as Shared Spaces: Kempsey Laneways Revitalisation Project, Creative Community Projects and Kempsey Shire Council, March 2023



Canley Vale Station, Downer Group and Transport for NSW, July 2022



Christina Huynh / 0421 777 905 / christina-huynh@live.com / ABN: 86 423 489 389



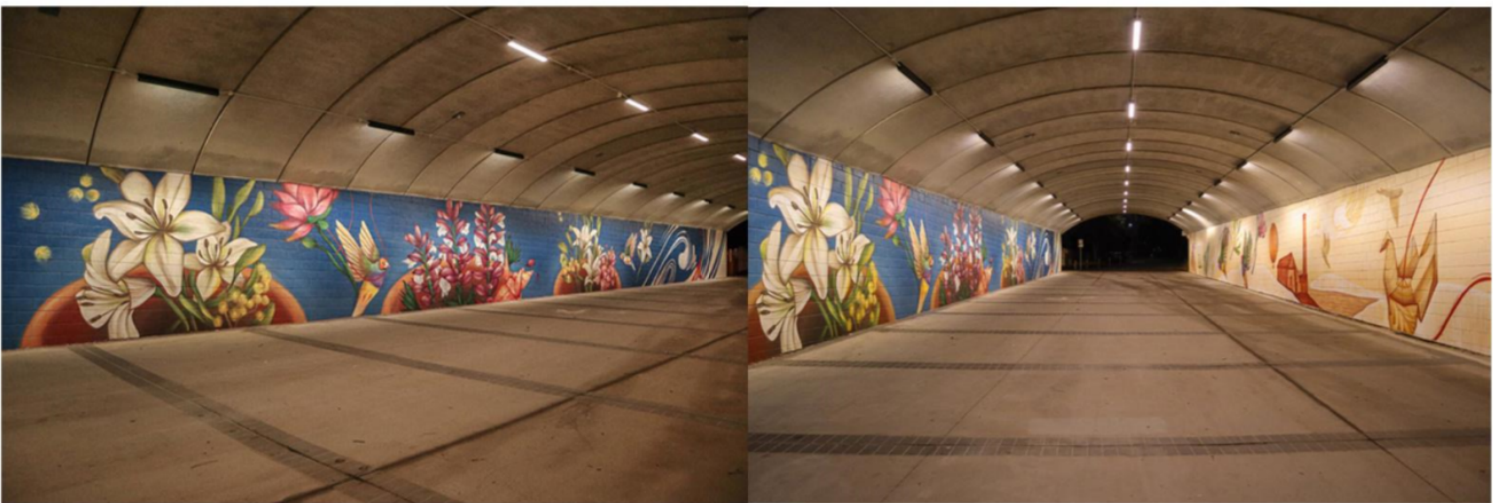
CrossCurrents: Stories of Water, Bankstown Arts Centre and City of Canterbury Bankstown Council, Panania NSW, February 2022



Unfolding, Western Sydney University and Walker Corporation, Bankstown NSW, June 2021



The Last Lion, collaboration with Sophi Odling, Burwood Chinatown Precinct Project, Burwood Council in partnership with Burwood Chinatown, Burwood NSW, November 2021



Fantastic Worlds, Canal to Creek Public Art Program, WestConnex and Cultural Capital, Kingsgrove NSW, September 2020



Community consultation – Previous experience

Community consultations are essential to the overall outcome of every finished artwork. In previous work samples, for example: 'The Last Lion' with Sophi Odling and Burwood Council, a series of zoom meetings were held with the Burwood Multicultural Advisory Committee throughout concept development. With the Canley Vale station public artwork, a community survey was sent by Downer Group within a 500m radius of the Canley Vale town strip and greater Fairfield LGA, asking the community a series of questions on local values, visual aesthetics and important monuments to highlight.

Within schools, community workshops are also essential and almost always held to inspire the concept design involving students, staff, parents, and members of a P&C committee. I hosted a workshop at Community Hub Australia in Westmead Public School with a group of parents (specifically mothers) and showed a demonstration on how to sketch. The workshop followed the format of an open discussion on what the hub meant to each of them. They drew a study of flowers while conversing, which comprised the mural's foreground elements. They described the hub as a place of togetherness, support, and sharing of knowledge and skills. One mother shared the experience of coming to the hub like the metamorphosis of a butterfly. Initially apprehensive or uncertain, one enters a new space, discovers support and a safe environment, and eventually, when it's time to leave, does so with independence, skills, and newfound friendships. See below the visuals of the workshop and link to a video of the work in progress painting:

<https://www.instagram.com/reel/CQnigJKDiML/>



(Original workshop drawings by Community hub mothers)



(Finished work: 'Metamorphosis' at Community Hub Australia at Westmead Public School 2021)



Connection to Sydney's Inner West or Burwood Local Government Area

For Sydney-based artists, the inner west will always be a central hub and a place many gravitate toward, whether to check out an opening exhibition, to source materials and paint, or to visit a friend or fellow artist. I have many family relatives who live in Burwood and regularly visit the area to see them. I have been fortunate to work with councils in the Inner-City and Inner-West (I will be working on an Inner West Council Perfect Match Mural this year) I have also been honoured to work with Burwood Council for the Harmony Day Artworks and the Burwood Chinatown Precinct project.

Proposed Conceptual Design

Artwork theme - Local history and character

A fully-fledged 1949 AEC Regent III – 2338 old double-decker bus travels through the mural, with fragments of the structure trailing behind. Interwoven in pieces are elements that identify and celebrate the subtle day-to-day beauties of Burwood and symbols that (through Community consultation) celebrate what makes Burwood unique. Some features and signs may include the integration of yard bombs or the craftsmanship of knitting as an ode to Lorna Hutchings (who loves to knit) and being employed as one of Transport for NSW's first female bus drivers. Another could be integrating line work within the mechanic composition, which references Parramatta Road, Australia's oldest highway.

The artistic style is primarily illustrative, with some areas in the foreground rendered in semi-realism. Considering the artwork as a feature gateway artwork, integrating the green hues of the Transit system logo and aqua hues of the Regent III model into the proposed colour palette will allow the mural to serve as a point of way fare, identifying the Corridor/ Burwood Bus Depot.



(Sydney AEC Regent III – 2338 under restoration)

(Yarn bombed bus by Magda Sayeg)

(Inspiration from Kensuke Takahashi's works)



Timeline

I will be tentative to the following dates:

Community Consultation session: 6 May 2023 at Burwood Library and Hub

Artwork installation period: 12 June – 30 June 2023

Confirming I can complete the mural within 10 days *weather permitting and am happy to work within the scheduled hours of 8AM – 6PM on Weekdays only.

If successful, I will commit to the project specifications, design/run a community consultation workshop, surface preparation, arrange equipment access, apply anti-graffiti sealant upon artwork completion and provide a maintenance manual for finished works.

References

- **Veronika Vecerova**
Community and Stakeholder Officer at Downer Group
For the Canley Vale Station Public art project
- **Brooke Cocks**
Communications and Strategic Partnerships Manager NSW at Transurban
For the Canal to Creek Public Art Program



MINUTES OF AN EXTRAORDINARY MEETING OF THE BURWOOD LOCAL TRAFFIC COMMITTEE held electronically on 27 April 2023 commencing at 9:00 AM.

Attendance

Cr John Faker (Mayor) Chairperson
Ms Angelica Joie Abragan, Transport for NSW
Ms Maryann Duggan, Representative for State Member for Strathfield
Mr Adrian Pritchard, Transit Systems
Snr Constable Germaine Grant, NSW Police Service

Mr George El Kazzi, Director City Assets
Mr Roberto Di Federico, Manager Traffic and Transport
Mr Jeremy Tinslay, Traffic Engineer
Mrs Manasa Simhalapathi, Traffic & Design Engineer

Apologies

That there were no apologies.

GENERAL BUSINESS

(ITEM LTC10/23) BURWOOD BUS DEPOT MURAL PROJECT – ARTIST SELECTION

File No: 23/17022

Summary

Council is seeking artist selection approval from the Burwood Local Traffic Committee to engage Christina Huynh to design and install a mural on the front façade of the Burwood Bus Depot which faces onto Parramatta Road.

It is noted that the request is not usual practice as per the TfNSW delegation to Councils in relation to Local Traffic Committees, however this process is being undertaken to comply with conditions outlined in the Parramatta Road Urban Amenity Improvement Program as per the below:

4.2 Approval of Artist and Artwork

- a) *the parties acknowledge and agree that the final approval of:*
- i) *the Artist; and*
 - ii) *The artwork concept and Artwork design (including the materials used for the Artwork)*
- will occur through agreement between Council and TfNSW and will require consultation with all relevant stakeholders including:*
- iii) *the Operator;*
 - iv) *NSW Police; and*
 - v) *The Local Traffic Committee.*

Recommendation

That Council engages Christina Huynh for the project based on the panel recommendation, the quality of her submission and level of experience in delivering public art projects.

This concluded the business of the meeting.

(Item RC9/23) Multicultural Advisory Committee Minutes

File No: 23/21113

Report by Director Community Life

Summary

Burwood Council's Multicultural Advisory Committee meets bi-monthly. Attached are the minutes of the Committee meeting held on 5 April 2023. The Minutes are hereby submitted to the Ordinary Council Meeting for review and approval by Council in accordance with the Terms of Reference of the Committee.

Operational Plan Objective

C.1.1 Support and deliver initiatives that encourage social inclusion and community connections.
A.99 Facilitate interagency networks and advisory committees to provide opportunities for collaboration and participation.

Recommendation(s)

That the minutes of the Multicultural Advisory Committee of 5 April 2023 be noted.

Attachments

1 Minutes - Multicultural Advisory Committee - 5 April 2023



MULTICULTURAL ADVISORY COMMITTEE MEETING
2 Conder Street, Burwood
Conference Room
Wednesday 5 April 2023
6.10 pm to 8.00 pm

MINUTES

ATTENDEES

Committee Members:

Cr Pascale ESBER (PE)

Aditi Kamath (AK)

Henry (Cheng-Li) Chen (HC)

Trilochan Pokharel (TP)

Shameen Gaffoor (SG)

Alex Yang (AY)

Robin (Yinxia) Hu (RH)

Bob (Dong) Bo (BB)

Council Officers Attendees:

Jenny Hoff (JH)

Rebekah Jeffery (RJ)

Liz Bova (LB)

By Invitation:

Nelly Sinha (NS)

Burwood Council – Chair and Delegate

Community Representative

Community Representative

Community Representative

Community Representative (online)

Community Representative (partial- online)

Community Representative

Community Representative

Acting Director Community Life

Community Projects Officer

Liz Bova (LB)

Multicultural Liaison Officer, Police Area
Command

APOLOGIES

Hwa-Sur Hahn (HH)

Suna Er (SE)

Natasha Williams (NW)

Community Representative

Metro Assist

Acting Manager Community and Culture

1. ACKNOWLEDGEMENT OF COUNTRY

The Chair, Cr Pascale Esber opened the meeting at 6:10pm with the Acknowledgement of Country.

2. CONFIRMATION OF MINUTES

The minutes of the Multicultural Advisory Committee Meeting were confirmed as an accurate record of the proceedings of the previous meeting held on 22 February 2023. Moved by Tilochan Pokharel, Seconded by Aditi Kamath.

3. MULTICULTURAL STREET MEET EVENT DEBRIEF

Council Officers requested that the Committee members provide their feedback on the Multicultural Street Meet held on Saturday 18 March 2023.

3.1. What worked well

The Committee identified the following worked well.

- Performances
- Hamper prize(s)
- Diversity of activities and cultural representation
- The stamps of the book
- Natural audience near café in Unity Place.

3.2 Lessons Learnt

The Committee identified the following lessons learnt and improvements for consideration in future events.



MULTICULTURAL ADVISORY COMMITTEE MEETING
2 Conder Street, Burwood
Conference Room
Wednesday 5 April 2023
6.10 pm to 8.00 pm

- Encouraging a wider audience could be encouraged with broader and early communications
- The layout and location of activities felt disjointed because of the weather and needing to move people inside. Consideration should be given to heat and wet weather. Need to have an outdoor event plan for a hot day
- Timing of the events could have been earlier
- Burwood Park could be used as a venue to attract more people
- Garden terrace not large enough for dancing
- Committee member's involvement could be improved with greater lead up times and planning.

ACTION: Submit demographic tally of which activities were most popular. Lessons learnt to be considered in the planning and delivery of future events.

4. MULTICULTURAL STRATEGY

Council officers provided a presentation on the findings of the Culturally Diverse Communities Background Paper and the key issues and barriers identified.

The Committee participated in a workshop to review the focus areas for the Multicultural Strategy and prioritise opportunities within focus areas. The Committee agreed that the Strategy Focus Areas for the Strategy were:

- Information
- Engagement and consultation
- Capacity Building
- Advocacy.

Other issues and ideas raised were:

- Rising cost of living and the impact on seniors
- International students
- Access to a community directory
- Access to a digital information about Council services where people opt in/out and nominate their interest
- The provision of translated information for Anzac Day

ACTION: Give consideration to the key focus areas and other issues raised by the Committee in the development of the Multicultural Strategy.
 Provide the draft Multicultural Strategy to the Committee once it is prepared.

5. CORRESPONDENCE

5.1. Incoming

- Nil correspondence mentioned.

5.2. Outgoing

- Nil correspondence mentioned.

6. KEY COUNCIL PROJECTS

Council Officers provided a brief update and highlighted the key upcoming Council project schedule including:

- Engagement Strategy
- Youth Week 20th April expand on what has been done in the area



MULTICULTURAL ADVISORY COMMITTEE MEETING
2 Conder Street, Burwood
Conference Room
Wednesday 5 April 2023
6.10 pm to 8.00 pm

- Youth Action Plan
- ANZAC Day 25 April
- Community Safety Plan
- Public Art Program.

7. GENERAL BUSINESS

a. Multicultural Liaison Officer

NS provided an overview of her role and the opportunities to connect with both Council and the diverse community of Burwood. The focus of the role is to work with councils and other stakeholders to assist multicultural communities to stay safe.

b. Council Officer Departure

RJ informed the Committee that she will be leaving Council for a new opportunity. JH thanked RJ for her contribution to diverse communities in Burwood and her work with the Committee. RJ was also thanked by the Chair, Councillor Pascale Esber and the Committee members.

8. NEXT MEETING

The Chair, Cr Pascale Esber thanked the Committee for their attendance and participation. The meeting was closed at 8:00pm. The next meeting will be held on 31 May 2023.

Notice Of Motion

(Item NM2/23) Memorial Sculpture of Queen Elizabeth II

File No: 23/20370

Notice of Motion by Cr David Hull

Summary

To investigate the commissioning of a bronze sculpture of the late Her Majesty, Queen Elizabeth II, to be installed in a suitable public location in Burwood.

Operational Plan Objective

P.22 Protect and enhance quality open spaces and recreational facilities that are diverse, accessible and responsive to changing needs

P.23 Maintain public parks and open spaces to maximise their use and people's enjoyment

C.3.2 Protect our unique built heritage and maintain or enhance local character

Background

This notice of motion seeks to investigate the commissioning and installation of a bronze sculpture of the late Her Majesty, Queen Elizabeth II, in commemoration and celebration of the life and service of Queen Elizabeth II, and in celebration of the community of Burwood. The preferred location for the installation of the statue is within the pond in Burwood Park that is currently being redeveloped in accordance with the Burwood Park Plan of Management.

The installation of this sculpture will resonate with the diverse community of Burwood and beyond. For many Burwood residents, The Crown represents stability, freedom and democracy. The sculpture will encapsulate those key Burwood values of significance to our culturally diverse community, create heritage for the future and celebrate our democratic freedoms.

The benefits to the community of the installation would include:

- Celebrating our heritage and democracy
- Enhancing community well-being and enjoyment of the pond redevelopment in Burwood Park
- Supporting tourism to Burwood (with potential economic benefits for local businesses)
- Providing the community with a visual reminder of the late Queen's service to the community during Her reign
- Giving the local residents a sense of pride and respect.

This motion seeks an investigation of a range of financial, technical and procedural matters to be reported back to Council to enable consideration of commissioning the proposed statue.

Councillor David Hull to move:

That the General Manager investigate and report back to Council on the following:

1. The potential cost and budgetary allocation for the commissioning and installation of a bronze sculpture of Her Majesty, Queen Elizabeth II within the Burwood local government area
2. The feasibility of installing that sculpture within the pond redevelopment in Burwood Park
3. The technical requirements that would be needed to inform a tender process to engage a suitable sculptor for this work
4. Appropriate community consultation processes that should be undertaken in relation to this proposal.

Officer comments

Council recently undertook the Queen's Jubilee Planting with funding from the Australian Government to commemorate the Queen's 70 years of service. The commemoration included the planting of seven Flame Trees in a grove setting in Burwood Park. A commemorative plaque was also installed on a sandstone block. The project was completed in November 2022 and an official opening day was held on 22 December 2022.

Council is currently committed to a significant, mostly grant-funded, public art program for the current and upcoming financial years.

From past experiences (such as The Bugler sculpture in Burwood Park) a project of this scale, value and visibility would require a significant financial and time commitment from Council for adequate project scoping, community consultation, procurement, design, planning and implementation, most likely spanning across at least two years.

More details, including the possible impacts on committed public art program, will be provided once a preliminary assessment is performed.

Recommendation(s)

That the General Manager investigate and report back to Council on the following:

1. The potential cost and budgetary allocation for the commissioning and installation of a bronze sculpture of Her Majesty, Queen Elizabeth II within the Burwood local government area
2. The feasibility of installing that sculpture within the pond redevelopment in Burwood Park
3. The technical requirements that would be needed to inform a tender process to engage a suitable sculptor for this work
4. Appropriate community consultation processes that should be undertaken in relation to this proposal.

Attachments

There are no attachments for this report.