

Burwood Council

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ORDINARY MEETING

Notice is hereby given that a meeting of the Council of Burwood will be held in the Council Chamber, Suite 1, Level 2, 1-17 Elsie Street, Burwood on Tuesday 23 July 2019 at 6.00 pm to consider the matters contained in the attached Agenda.

Tommaso Briscese
ACTING GENERAL MANAGER

Our Mission

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

CONFLICT OF INTERESTS

What is a “Conflict of Interests” - A conflict of interests can be of two types:

Pecuniary - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

Non-pecuniary – are private or personal interests the Council official has that do not amount to a pecuniary interest as defined in the Local Government Act. These commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

Who has a Pecuniary Interest? - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- The person's spouse or de facto partner or a relative of the person, or a partner or employer of the person, or
- A company or other body of which the person, or a nominee, partner or employer of the person, is a member.

No Interest in the Matter - However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative, partner, employer or company or other body, or
- Just because the person is a member of, or is employed by, a Council or statutory body or is employed by the Crown.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter so long as the person has no beneficial interest in any shares of the company or body.

N.B. “Relative”, in relation to a person means any of the following:

- a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

Disclosure and participation in meetings

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge - A person does not breach the Act if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

What interests do not have to be disclosed (S 448 Act)?

- (a) an interest as an elector,
- (b) an interest as a ratepayer or person liable to pay a charge,
- (c) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this Part,
- (d) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to a relative of the person by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this Part,
- (e) an interest as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not),
- (f) an interest of a member of a council committee as a person chosen to represent the community or as a member of a non-profit organisation or other community or special interest group if the committee member has been appointed to represent the organisation or group on the committee,
- (g) an interest in a proposal relating to the making, amending, altering or repeal of an environmental planning instrument other than an instrument that effects a change of the permissible uses of:
 - (i) land in which the person or a person, company or body referred to in section 443 (1) (b) or (c) has a proprietary interest (which, for the purposes of this paragraph, includes any entitlement to the land at law or in equity and any other interest or potential interest in the land arising out of any mortgage, lease, trust, option or contract, or otherwise), or
 - (ii) land adjoining, adjacent to or in proximity to land referred to in subparagraph (i), if the person or the person, company or body referred to in section 443 (1) (b) or (c) would by reason of the proprietary interest have a pecuniary interest in the proposal,
- (h) an interest relating to a contract, proposed contract or other matter if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company,

- (i) an interest of a person arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because a relative of the person is a shareholder (but not a director) of the corporation or is a member (but not a member of the committee) of the association or is a partner of the partnership,
- (j) an interest of a person arising from the making by the council of a contract or agreement with a relative of the person for or in relation to any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - (i) the performance by the council at the expense of the relative of any work or service in connection with roads or sanitation,
 - (ii) security for damage to footpaths or roads,
 - (iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council or by or under any contract,
- (k) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor),
- (l) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252,
- (m) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor,
- (n) an interest of a person arising from the passing for payment of a regular account for wages or salary of an employee who is a relative of the person,
- (o) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or member of a council committee,
- (p) an interest arising from appointment of a councillor to a body as representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 448 of the Local Government Act.

Non-pecuniary Interests - Must be disclosed in meetings.

If you are a Council official, other than a member of staff of Council and you have disclosed that a significant non-pecuniary conflict of interests exists, you must manage it in one of two ways:

- a) Remove the source of the conflict by relinquishing or divesting the interest that creates the conflict, of reallocating the conflicting duties to another Council official;
- b) Have no involvement in the matter, by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in Section 451(2) of the Act apply.

If you determine that a non-pecuniary conflict of interests is less than significant and does not require further action, you must provide an explanation of why you consider that the conflict does not require further action in the circumstances.

Disclosures to be Recorded - A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee must be recorded in the minutes of the meeting.

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AGENDA

FOR AN ORDINARY MEETING OF BURWOOD COUNCIL
TO BE HELD ON TUESDAY 23 JULY 2019 IN THE COUNCIL CHAMBERS, 1-17 ELSIE STREET, BURWOOD
COMMENCING AT 6.00 PM.

I DECLARE THE MEETING OPENED AT (READ BY MAYOR)

ACKNOWLEDGEMENT OF COUNTRY (READ BY MAYOR)

"I would like to acknowledge the Wangal people who are the Traditional Custodian of this Land. I would also like to pay respect to the Elders both past and present of the Wangal Nation and extend that respect to other Aboriginals present".

PRAYER (READ BY MAYOR)

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

TAPE RECORDING OF MEETING (READ BY MAYOR)

"Members of the Public are advised that Meetings of Council and Council Committees are audio recorded for the purpose of assisting with the preparation of Minutes.

The tape recordings will be subject to the provisions of the Government Information (Public Access) Act 2009 (GIPA).

Tapes are destroyed two (2) months after the date of the recording"

APOLOGIES/LEAVE OF ABSENCES

DECLARATIONS OF INTERESTS BY COUNCILLORS

DECLARATION OF POLITICAL DONATIONS (READ BY MAYOR)

"Councillors & Members of the Gallery

As a result of recent changes to the Legislation that governs the legal process for the determination of Development Applications before Council, a person who makes a relevant application to Council or any person with a financial interest in the application must now disclose any reportable political donation or gift made to any local Councillor or employee of Council. Council will now require in its Development Application Forms this disclosure to be made.

Council is also required to publish on its website all reportable political donations or gifts. Should any person having business before Council this evening and being an applicant or party having a financial interest in such application feel that they have not made the appropriate disclosure, Council now invites them to approach the General Manager and to make their disclosure according to Law."

RECORDING OF COUNCILLORS VOTING ON PLANNING DECISIONS

In accordance with Section 375A of the Local Government Act a division must be called for and taken on every Environmental Planning & Assessment decision. The names of those Councillors supporting and those opposed to the decision are to be recorded in the meeting minutes and the register retained by the General Manager.

OPEN FORUM ACKNOWLEDGMENT (READ BY MAYOR)

The Mayor to ask each speaker to confirm that they had read the guidelines about addressing the Council and acknowledge that they had been informed that the meeting was being recorded and that the Council accepts no responsibility for any defamatory comments made. Speakers should refrain from providing personal information unless it is necessary to the subject being discussed, particularly where the personal information relates to persons not present at the meeting

OPEN FORUM COMMENCES

CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the following Meeting of Burwood Council:

A. Council Meeting held on 25 June 2019

copies of which were previously circulated to all Councillors be and hereby confirmed as a true and correct record of the proceedings of that meeting.

ADDRESS BY THE PUBLIC ON AGENDA ITEMS ACKNOWLEDGMENT (READ BY MAYOR)

The Mayor to ask each speaker to confirm that they had read the guidelines about addressing the Council and acknowledge that they had been informed that the meeting was being recorded and that the Council accepts no responsibility for any defamatory comments made.

ADDRESS BY THE PUBLIC ON AGENDA ITEMS COMMENCES

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CONFIDENTIAL ITEMS

(ITEM 62/19)	BURWOOD COUNCIL LIBRARY AND COMMUNITY HUB AT 2 AND 8 CONDER STREET BURWOOD
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That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d) of the Local Government Act, 1993, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.

QUESTIONS WITHOUT NOTICE

Councillors are requested to submit any Questions Without Notice in writing.

(ITEM 54/19) DRAFT LOCAL STRATEGIC PLANNING STATEMENT - ENDORSEMENT FOR PUBLIC EXHIBITION

File No: 19/23722

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

The intent of the draft Burwood Local Strategic Planning Statement (LSPS) is to set out the 20 year vision for land use in the Burwood Local Government Area (LGA), identify the special values and characters that are to be preserved and plan how change in the LGA will be managed into the future.

Operational Plan Objective

- 4.4.1 Provide advocacy on regional and metropolitan projects on behalf of the community
- 4.4.2 Partner with key stakeholders to deliver major projects
- 5.1 Maximise Burwood's regional and strategic status within inner western Sydney

Background

The NSW State Government amended the *Environmental Planning and Assessment Act 1979* in March 2018 and introduced new requirements for Councils to prepare a LSPS for its respective LGA.

The LSPS is a key strategic planning document and sets out the desired 20 year vision for land use, the special characteristics that contribute to the local identity, the shared community values to be maintained and enhanced, and how growth and change will be managed into the future by setting out planning priorities and actions required to achieve them. The LSPS will give effect to the Greater Sydney Commission (GSC) *Eastern City District Plan* based on local characteristics and opportunities that Council prioritises under the Community Strategic Plan (CSP).

The NSW State Government mandates that Councils exhibit their draft LSPS by October 2019 with a final LSPS to be in place towards end of 2019 or early 2020. The preparation of the draft Burwood LSPS has been informed by the Burwood 2030 CSP, a survey of Councillors and workshops to identify key characteristics, values and desired future vision, and consultation with the GSC and the Department of Planning, Infrastructure and Environment (the Department) to ensure the LSPS is aligned with the *Eastern City District Plan* priorities and objectives, strategic planning and infrastructure investment that are relevant to the local area.

Once the final LSPS is in place by 1 December 2019, the document will inform changes to the local environmental plan (LEP), development control plan (DCP) and contributions plans to ensure alignment between the LSPS and statutory planning provisions.

Proposal

The draft Burwood LSPS has been prepared in accordance with the Department's guideline to preparing LSPS for Councils. The LSPS identifies the key strategic planning priorities for Burwood that align with the four key directions of infrastructure and collaboration, liveability, productivity and sustainability under the *Eastern City District Plan*.

The Burwood LSPS will provide a 20 year vision, which states that:

Burwood is home to a thriving town centre and cherished heritage conservation areas that are conveniently connected to world class transport, with well-designed buildings and inviting public spaces.

A wide range of jobs attract workers and visitors and enable more locals to work closer to home. The streets are alive day and night with people drawn to its renowned hospitality and entertainment offerings.

Neighbourhoods are safe places filled with distinct character, offering a range of housing options. Clean, green, leafy neighbourhoods provide great amenity with access to nearby open space.

The final LSPS will be informed by specialist assessments in the fields of housing, employment and investment, traffic and transport, open space and community infrastructure, urban design and place making, resilience and an overarching masterplan for the whole of Burwood.

Consultation

Consultation has taken place with Councillors, the Department and the GSC. The GSC acts as a peer reviewer of the LSPS preparation and in March 2019 the GSC gave Council a 'green/yellow light' to proceed with further LSPS development after reviewing relevant strategic planning information collated for its initial assessment.

Since March 2019, the Department has also allocated a strategic planner to work with Council in the refinement of the draft LSPS. Council has regularly met with the Department's strategic planner, generally once a week.

Extended community consultation for the LSPS will take place as part of the public exhibition. This will include a collation of feedback from written submissions and in-person consultation. Feedback from the community consultation will inform any relevant changes to the final LSPS.

The draft LSPS has been endorsed by the Deputy General Manager Land, Infrastructure & Environment to be reported to the Council meeting of 23 July 2019 so that Council can publicly exhibit the draft LSPS by August 2019.

Planning or Policy Implications

The draft LSPS is considered the most critical strategic planning document to manage land use in Burwood for the next 20 years. Over the past several years, the power for local governments to strategically plan for their areas has been gradually reduced and majority of this responsibility lies with the NSW State Government.

Despite this, the LSPS enables Council to determine the land use vision, priorities and actions for Burwood, so long as they align with the relevant District Plan priorities and will become the key strategic planning bridging document between the state and local governments. Burwood is a strategic centre of the Greater Sydney region and will continue to play a significant role in the provision of housing, employment and services. This means that the vision, priorities and actions for Burwood in the LSPS must ensure support and enhancement of Burwood's strategic importance in the region.

The draft Burwood LSPS includes actions to undertake evidence based studies to support Burwood's housing and employment. It also identifies the need to prepare a detailed masterplan of the LGA to support and enhance the amenity and liveability of the area for its current and future communities. These future studies will inform the refinement and finalisation of the LSPS in the second half of 2019, to ensure that Burwood's role as a strategic centre is strengthened through holistic, evidence based strategic planning.

Financial Implications

The cost of engaging consultants to prepare the LSPS and associated studies is being funded from Council's Section 7.12 Local Infrastructure Contributions account.

The ongoing work to conduct the review of Burwood LEP, DCP and contributions plans, together with the preparation of new or amended plans to address the review findings, will require substantial staff resources within Council between now and the end of 2020.

Conclusion

Endorsement by the Council is sought to publicly exhibit the draft Burwood LSPS by August 2019.

Recommendation(s)

1. That the Council endorses the public exhibition of the draft Local Strategic Planning Statement for a period of 42 days.
2. That the Council authorises the Acting General Manager to make minor editorial changes to the draft Local Strategic Planning Statement prior to public exhibition.
3. That staff prepare a report to Council of the public exhibition results prior to lodgement of the final Local Strategic Planning Statement to State government.

Attachments

- 1 Draft Burwood Local Strategic Planning Statement



Draft Local Strategic Planning Statement

Burwood Council



Acknowledgement of Country

Burwood Council acknowledges the Wangal people of the Eora Nation as the traditional inhabitants and custodians of all land of the Burwood region.

July 2019

Disclaimer

This document is provided for information and it does not purport to be complete. While care has been taken to ensure the content in the report is accurate, Burwood Council cannot guarantee it is without flaw of any kind.

There may be errors and omissions, or it may not be wholly appropriate for a particular purpose. In addition, the publication is a snapshot in time based on historic information which is liable to change. Burwood Council accepts no responsibility and disclaims all liability for any error, loss or other consequence which may arise from you relying on any information contained in this report.

Have your say

To find out how you can provide feedback about this document and participate in the decision-making process for Burwood Council's future, visit burwood.nsw.gov.au



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TABLES

Table 1: Train trips at Burwood Station

Table 2. Monitoring and Action Plan

ABBREVIATIONS

CBD	Central Business District
CSP	Community Strategic Plan
DCP	Development Control Plan
EP&A Act	Environmental Planning and Assessment Act
GDP	Gross Domestic Product
LEP	Local Environmental Plan
LGA	Local Government Area
LSPS	Local Strategic Planning Statement
NSW	New South Wales

DEFINITIONS

Short term: Within 0 – 5 years

Medium term: Within 6 – 10 years

Long term: Within 11 – 20 years



MESSAGE FROM THE MAYOR

I am pleased to present Burwood Council's draft Local Strategic Planning Statement (LSPS), which sets our community's economic, social and environmental land use needs over the next 20 years outlining how growth and change will be managed in the future.

This draft document responds to the NSW Government requirements of the Greater Sydney Regional Plan but more importantly, it responds to previous feedback from our community and seeks to align future land use planning with the outcomes identified in Burwood2030, our Community Strategic Plan.

A range of strategic background studies are also being prepared in areas including local housing, employment and investment, open space and community infrastructure facilities, transport, traffic and access, urban design, resilience and smart cities.

Once finalised, these studies will inform the final version of this document and contribute to the longer-term land use vision for Burwood.

The LSPS sets planning priorities about what will be needed, such as homes, jobs, parks, transport and services, and also sets short, medium and long-term actions to deliver these priorities.

Burwood has many unique and special qualities and we have an opportunity to build on and strengthen these qualities, to ensure that it remains liveable, productive and sustainable.

We are focused on achieving our vision for Burwood, as home to a thriving town centre and cherished heritage conservation areas, with world class transport, well-designed buildings and inviting public spaces.

We are planning for a wide range of jobs to enable more locals to work closer to home, a strong night-time economy and safe, green leafy neighbourhoods filled with distinct character, offering a range of housing options and access to open space.

The LSPS will be placed on public exhibition for six weeks for feedback from the community and stakeholders and will be finalised following this consultation.

I invite you to take the opportunity to have your say on this draft vision and strategy and look forward to hearing your views.

Cr John Faker
Mayor of Burwood



1. ABOUT THE PLAN

This draft Local Strategic Planning Statement (LSPS) sets out the Burwood community’s economic, social and environmental land use needs over the next 20 years.

It includes a vision for the local government area (LGA) and outlines how growth and change will be managed in the future. It sets planning priorities about what will be needed, such as homes, jobs, parks, transport and services, and also sets short, medium and long-term actions to deliver these priorities.

Policy context

The LSPS has been prepared in line with the requirements set out in the *Environmental Planning and Assessment Act 1979* (EP&A Act) and is a new strategic plan that all councils in NSW must prepare. It was introduced following amendments to the EP&A Act that came into effect in early 2018.

The LSPS delivers on the NSW Government’s Regional Plan for Sydney, *A Metropolis of Three Cities*, and the *Eastern City District Plan*, implementing priorities and actions at the local level. It is also informed by other state-wide strategies including the *Future Transport Strategy 2056* and *State Infrastructure Strategy 2018-2038* as well as the new Premier’s priorities announced in July 2019 including priority 11, Greener public spaces and priority 12, Greening our city.

The LSPS builds on other Council and NSW Government planning priorities, including Council’s Local Environmental Plan (LEP) and Development Control Plan (DCP) and housing and job targets and projections set for the Council LGA by the NSW Government.

Burwood2030 is Council’s Community Strategic Plan, which sets out the aspirations and direction for Council over a 10-year period, addressing all aspects of local government management and operation, including land use planning. The LSPS is informed by *Burwood2030* and outlines how we will use our land to achieve the aspirations and directions for the community.

The relationship between the themes set out in the Community Strategic Plan and the LSPS is shown in Figure1.

Figure 1. Burwood2030 and the LSPS





Consultation

An extensive program of community and stakeholder engagement was carried out in 2017 and 2018 to inform the development of *Burwood2030*. This consultation included surveys, mail outs, community workshops and workshops with key stakeholders.

This feedback has informed the development of the draft LSPS. Figure 2 shows the key feedback from the community engagement on *Burwood2030*.

Figure 2. Community feedback from Burwood2030

Strengths	How residents rate their quality of life	Top 5 priority areas
Good variety of shops / restaurants	The natural environment is respected and protected	Planning and development (location and standards of high-rise apartments, population growth and planning for parking) Local services and facilities (improving services such as waste management and providing more community facilities) Green areas (more green, open spaces and parks and tree-lined streets) Local heritage (balancing development and heritage) Improved transport options (especially public transport, including accessible and improved timetables and managing overcrowding at Burwood Station).
Convenient location	A clean and healthy city with reduced waste to landfill	
Access to good public transport	A vibrant urban environment providing for a range of lifestyle experiences	
Multiculturalism		
Parks / green spaces / trees		

Next steps

The LSPS will be placed on public exhibition for feedback from the community and stakeholders. The LSPS will be updated and finalised following this consultation.

Council will be seeking feedback on the draft LSPS in a range of ways to ensure there is comprehensive feedback from a broad cross section of the community, including residents, workers and visitors, and by people from all ages and backgrounds.

A range of strategic background studies are also being prepared to further inform the LSPS in areas including local housing, employment and investment, open space and community infrastructure facilities, transport, traffic and access, urban design, resilience and smart cities.

Once finalised, these studies will inform the final version of the LSPS and contribute to the longer-term land use vision for the Burwood LGA.



The LSPS has a 20-year vision and it will be regularly reviewed with progress reported against the measures within it. An *LSPS Implementation Plan* will also be prepared to ensure the actions are carried out in line with the timeframe set out in this LSPS.

Once the draft LSPS has been finalised and adopted by Council, it will inform updates to Council's LEP and DCP during 2020. These documents set out the planning rules for the LGA and will be updated with further community input.

The indicative timeline for these next steps is shown in Figure 3.

Figure 3. Finalising and implementing the LSPS

2019		2020	
August/September	September/November	December	February onwards
Community and stakeholder engagement on draft LSPS	Review feedback and strategic studies	Council adopts LSPS	Burwood's LEP and DCP updated



2. THE VISION FOR BURWOOD

Burwood is home to a thriving town centre and cherished heritage conservation areas that are conveniently connected to world class transport, with well-designed buildings and inviting public spaces.

A wide range of jobs attract workers and visitors and enable more locals to work closer to home. The streets are alive day and night with people drawn to its renowned hospitality and entertainment offerings.

Neighbourhoods are safe places filled with distinct character, offering a range of housing options. Clean, green, leafy neighbourhoods provide great amenity with access to nearby open space.

This vision for Burwood will be delivered through the following land use vision.

Infrastructure is delivered to support a growing population	A collaborative approach to planning delivers great outcomes for the community	A recognised strategic centre with high density, quality urban design and great public spaces
A diversity of housing types and affordability provides better housing choice	Local character is protected and enhanced	Centres and neighbourhoods are connected and strengthened
A strong and thriving centre for jobs and investment and a leading entertainment destination	Green, open spaces and tree lined streets	A leader in sustainable and resilient city processes



3. CONTEXT

Burwood's place in the Eastern City District

Burwood is one of nine councils located in the Eastern City District, one of five districts that make up the Greater Sydney region in strategic plans prepared by the Greater Sydney Commission.

The LGA is located in the inner-western suburbs of Sydney, 12 kilometres west of the Sydney Central Business District (CBD) and 13 kilometres east of the Parramatta CBD.

It is bounded by the City of Canada Bay in the north, Inner West Council in the east, the City of Canterbury-Bankstown in the south and Strathfield Council in the west.

Comprising a land area of 715 hectares, it is a predominantly residential area with significant commercial areas, particularly the town centre which is a recognised strategic centre due to its strong economy and transport connections, with local jobs, businesses, shops, restaurants and cafes and high-rise apartments. Burwood is the first strategic centre west of the Sydney CBD.

The LGA includes the suburbs of Burwood, Burwood Heights, Croydon (part), Croydon Park (part), Enfield and Strathfield (part).

The Strathfield town centre boundary is shared with Strathfield Council, conveniently located close to the Strathfield train station, serving as a transport hub with trains and buses providing good access to Sydney's CBD, with local shops and services, tree-lined boulevards and conservation areas.

The suburbs of Burwood Heights, Croydon, Croydon Park, Enfield and Strathfield are predominantly low-rise residential areas with heritage buildings, green spaces, local shops and good accessibility to services and schools. The Croydon train station area is shared with Inner West Council and is a unique village hub with heritage homes, beautiful streetscapes and good access to transport services.

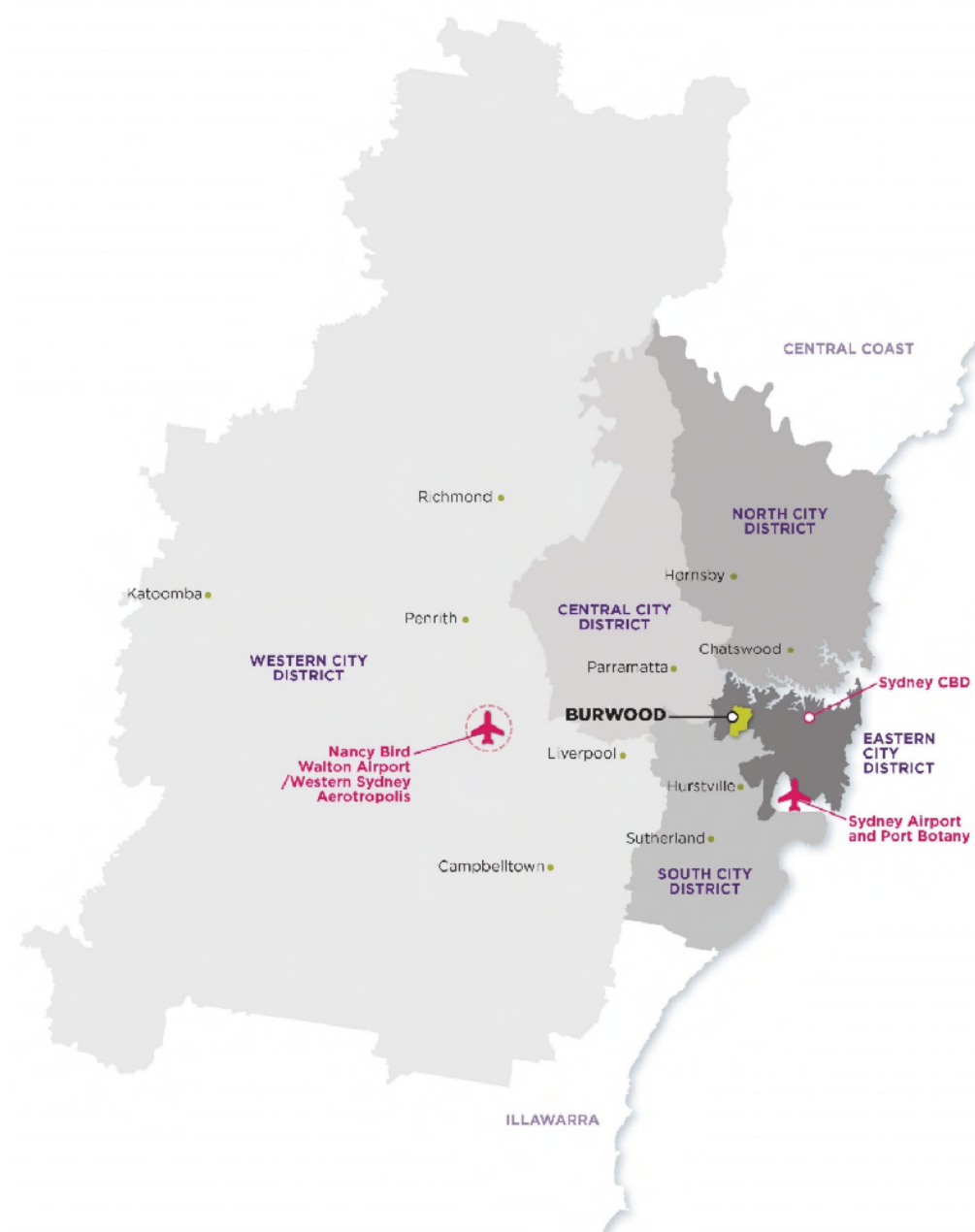
The Council area contains major east-west roads, Parramatta Road, Liverpool Road (Hume Highway) and Georges River Road and the inner west railway line with Burwood Station in the centre, adjacent to Croydon Station to the east and Strathfield Station to the west. Burwood is the largest centre on the rail line between Sydney and Parramatta.

Major features of the Council area include the Burwood Town Centre, Westfield Burwood Shopping Centre, Burwood Park, Henley Park, Enfield Aquatic Centre and the Cooks River.

Map 1 show Burwood's place in the Greater Sydney region and Map 2 shows the Burwood LGA.

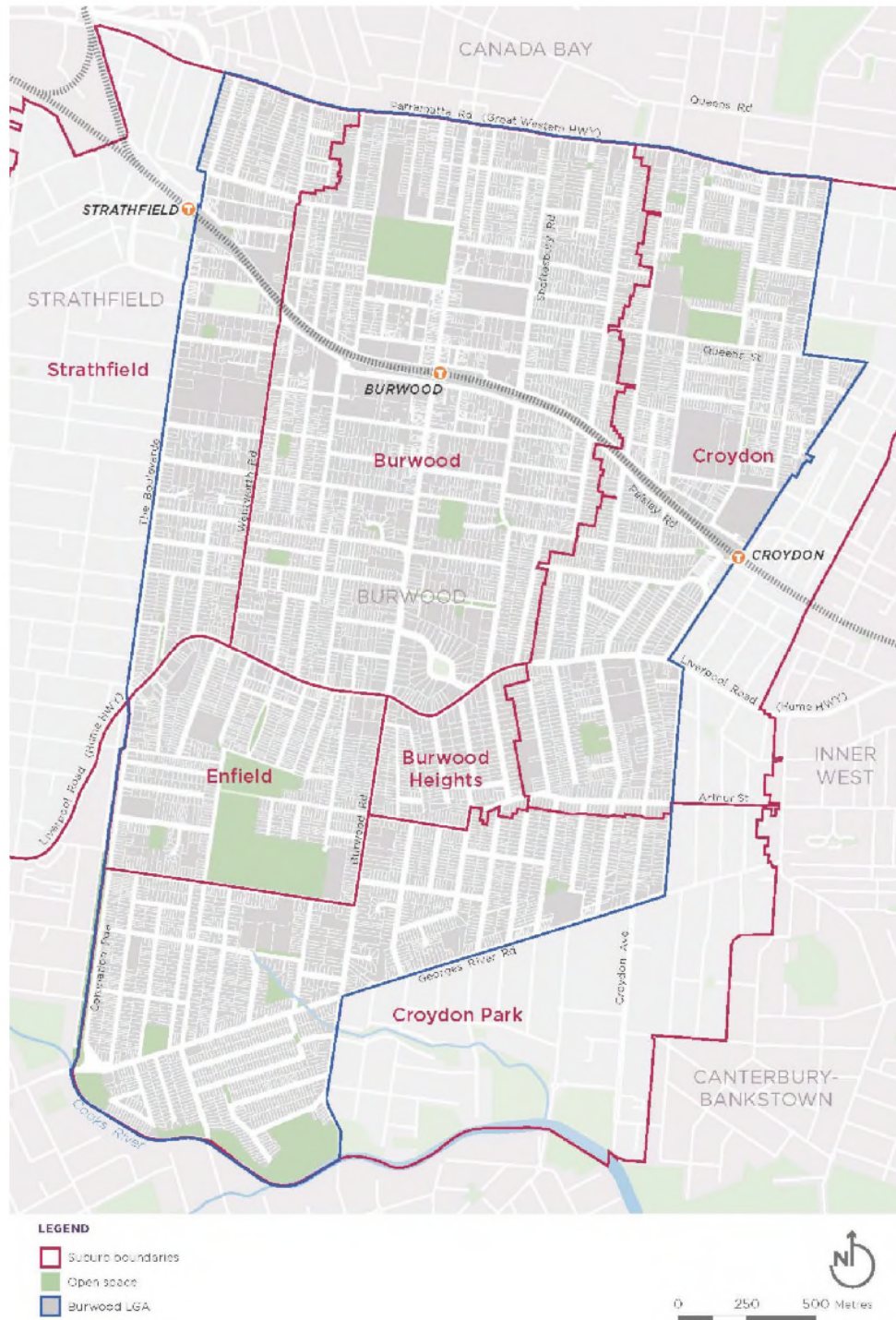


Map 1. Burwood's place in the Greater Sydney region





Map 2. Burwood local government area





Burwood's community

In 2018, Burwood's estimate residential population was 39,886 people. Over the last 10 years, the population has grown by 20% and is expected to grow a further 44% by 2036 to 57,500.

Burwood is projected to have an annual growth rate of 2.4%, which is the fourth largest of the Sydney councils.

Population growth is largely centred around the Burwood town centre, resulting from recent high-density residential developments.

Over the last 10 years, Burwood has seen a significant increase in apartments within the LGA, centred on growth in the town centre. Burwood has a high proportion of high density dwellings (36.3%) compared to 23.5% in greater Sydney.

Two bedroom housing represents 33% of housing in Burwood, compared to 23.7% in greater Sydney and was the most common housing type in 2016.

Burwood has a relatively young population. An increase in higher density dwellings around the town centre has contributed to a significant increase of 2,733 people within the young workforce age group (25-34 years) and 1,515 people within the tertiary education and independence group (18-24 years) between 2006 and 2016. Compared to Greater Sydney, these groups represent a larger percentage of the LGA.

Conversely, there has been small decreases in family aged groups including the parents and homebuilders group (35-49 years) and primary and secondary aged schoolchildren (5-17 years). The representation of these groups in the Burwood LGA is below the averages of greater Sydney.

While the family aged groups are projected to increase to 2036, the 18-34 years age groups will remain the largest portion of the population, despite minimal increases in these groups. It is estimated that couples with children will become the largest household group in 2036.

Burwood's population is highly multicultural. The number of people born overseas has increased 38% from 2006 to 2016, with 57% of the population born overseas in 2016. The Burwood town centre has many areas where over 80% of the population were born overseas.

In 2016, the top five countries of overseas birth were China, India, Nepal, South Korea and Italy, with significant increases in people born in China and Nepal from 2006.

Approximately 33% of the Burwood population identified as Chinese ancestry in the 2016 census, with this population centred around the Burwood town centre.

Burwood's economy

Burwood's economy is largely focused around the town centre. Burwood Council area's Gross Regional Product (GRP) was \$2.69 billion in the year ending June 2018, growing 2.7% from the previous year. This makes the area the hub of the Inner West region with its broad spectrum of businesses and economic input.

Burwood Road is a popular retail and entertainment strip serving as the spine of the town centre, and the Westfield Shopping Centre a major shopping destination.



The health care and social assistance industry is the largest employer, generating 3,285 local jobs in 2017-18, followed by education and training (3,189 jobs) and retail (2,801 jobs). There are 5,486 local businesses and 18+ different industries.

A significant proportion of residents (81.8% in 2016) travel to work outside the LGA, which makes having good transport connections to major employment centres an ongoing priority.

Burwood is well serviced with rail connections to the Sydney and Parramatta CBDs as well as by Parramatta Road, Liverpool Road and Georges River Road.

Figure 4 contains high level details of the Burwood community. All figures are derived from the ABS 2018 estimates sourced from Profile ID, 2016 Census data and data provided by the Department of Planning, Industry and Environment.

Figure 4. A Snapshot of Burwood

Population in 2018 39,886	Households in 2011 12,300	Apartments 36.3%
Largest household type Couple with children (31%)	Largest population segment Young workforce, aged 25 to 34 (21%)	Median age 33
Residents born overseas 57%	Language spoken at home, other than English 64%	GRP \$2.7 billion
Jobs 20,571	Local businesses 5,486	Largest industry Health care and social assistance
Trips to work by public transport 40%	Trips to work by private vehicle 41.8%	Open space per hectare 1,020 people per hectare



4. THEMES AND PLANNING PRIORITIES

A 20-year vision and four related themes and planning priorities form the basis for land use actions for the Burwood LGA:

- **Infrastructure and Collaboration**
- **Liveability**
- **Productivity**
- **Sustainability**

These four themes are consistent with the themes set out in the Eastern City District Plan and will be monitored against identified measures and implemented through the planning priorities.

The LSPS must include or identify Planning Priorities that are consistent with the Eastern City District Plan while also being tailored to the Burwood LGA.

The planning priorities will be delivered through actions to guide land use decisions by Council. Most actions will be completed over a 10 year period. The LSPS will be reviewed within seven years, or sooner if appropriate.

Map 3 shows the Structure Plan for Burwood. Figure 5 shows the LSPS's themes and planning priorities.



Map 3. Structure Plan

LEGEND

Productivity

- Parramatta Road urban transformation study area
- Sydney Metro West investigation area
- Sydney Metro West station investigation area
- Potential station upgrade

Infrastructure and Collaboration

- Potential Burwood station redevelopment
- Inner West rail line / station
- Future transport investigation area
- WestConnex

Liveability

- Burwood town centre
- 400m walking distance
- 800m walking distance

Sustainability

- Green grid connector
- Potential green grid connector
- Open space

- Burwood LGA
- Neighbouring LGA
- Freight rail
- Road

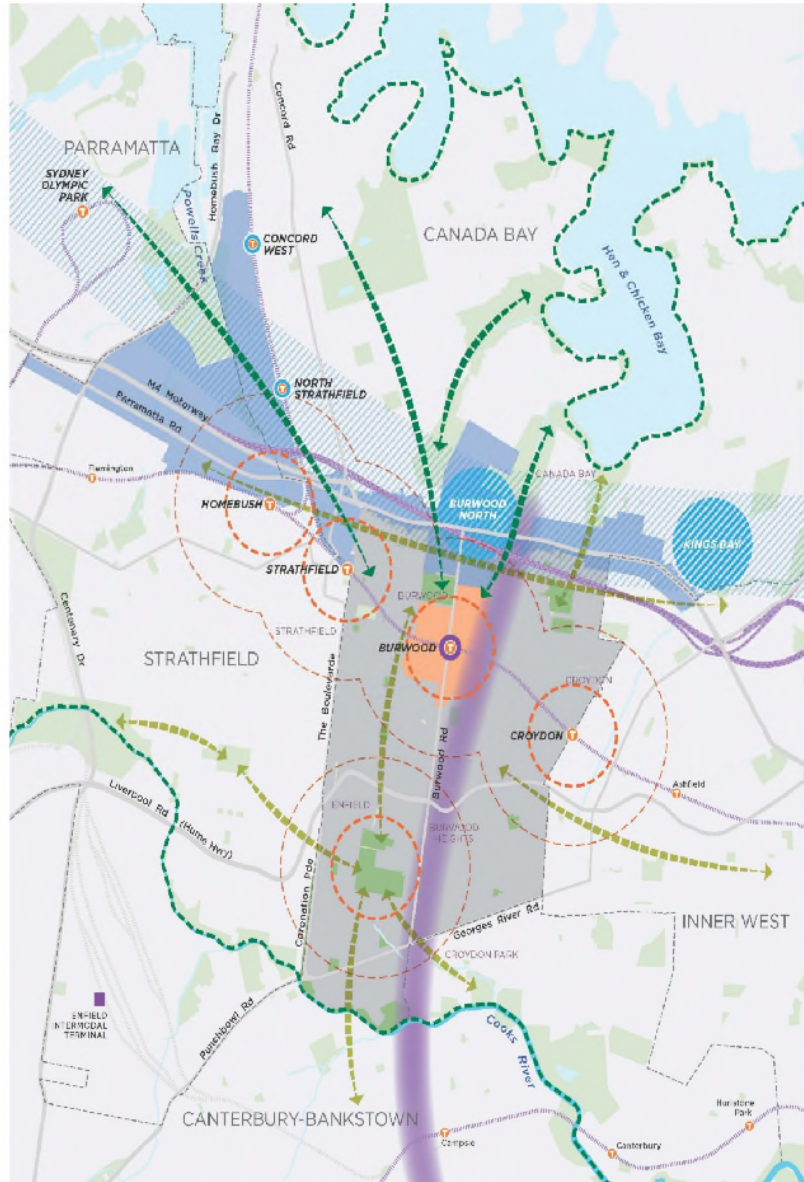




Figure 5. Themes and Planning Priorities

<p>Infrastructure and Collaboration</p>	<p>Liveability</p>	<p>Productivity</p>	<p>Sustainability</p>
<p>Vision Infrastructure is delivered to support a growing population A collaborative approach to planning delivers great outcomes for the community</p>	<p>Vision A great strategic centre with high density, quality urban design and inviting public spaces A diversity of housing types and affordability provides better housing choice Local character is protected and enhanced</p>	<p>Vision A strong and thriving centre for jobs and investment and a leading entertainment destination</p>	<p>Vision Green, open spaces and tree lined streets A leader in sustainable and resilient city processes</p>
<p>Planning priorities P1. Plan for a city that is supported by infrastructure P2. Deliver local infrastructure, services and facilities</p>	<p>Planning priorities P3. Provide housing supply, choice and affordability in close proximity to jobs, services and public transport P4. Provide high quality planning and urban design outcomes for key sites and precincts P5. Identify local character areas considering preservation, enhancement and cultivation</p>	<p>Planning priorities P6. Strategically grow investment, business opportunities and jobs P7. Grow Burwood's night-time entertainment, dining and other recreational opportunities P8. Increase the long term viability of all centres P9. Support urban freight and commercial servicing along commercial corridors</p>	<p>Planning priorities P10. Deliver high quality open space and recreation facilities P11. Increase urban tree canopy cover P12. Deliver Green Grid connections P13. Promote the improved health and enjoyment of the Cooks River waterway P14. Protect and enhance biodiversity P15. Reduce carbon emissions and manage energy, water and waste efficiently P16. Adapt to the impacts of urban and natural hazards and climate change</p>



5. INFRASTRUCTURE AND COLLABORATION

Planning Priorities

Planning Priority 1. Plan for a city that is supported by infrastructure

Planning Priority 2. Deliver local infrastructure, services and facilities

Key action

1.1 Prepare a Transport, Traffic and Access Study to provide the evidence base and identify future actions for the planning and delivery of transport infrastructure.

As Burwood's population grows over the next 20 years, additional infrastructure and services will be required to enable it to remain liveable, productive and sustainable. This will require a mix of new infrastructure and services and enhancements to existing infrastructure.

Technological changes are also impacting on the planning and delivery of infrastructure, which means that infrastructure needs to be adaptable to respond to these changes.

The planning for this infrastructure requires successful collaboration with government, industry and the community to ensure the right infrastructure is delivered at the right time and in the right places to support population growth, change and adaptability.

Collaboration with the NSW Government is critical, particularly for transport, health and educational infrastructure. Collaboration with neighbouring councils is also required to provide better connections and services to communities. The success of this LSPS will require a strong collaborative approach to local infrastructure issues by all levels of government, industry and the community.

Open space for active and passive recreation is addressed under the Sustainability theme.

Planning Priority 1. Plan for a city that is supported by infrastructure

A range of major infrastructure is required to meet the needs of the Burwood community.

Transport infrastructure is a major focus with a need for the redevelopment of the Burwood train station and planning for the Sydney Metro West project.

There is also a need to address other transport infrastructure such as ride share, car sharing and other emerging modes that complement public transport and help residents to easily and quickly connect to jobs, services and recreational opportunities.

More public transport, walking and cycling options need to be provided to improve connections south of the LGA to the town centre, train station and future Burwood North station along the Sydney Metro West line.

Proposed development in the Parramatta Road Corridor and the Burwood, Homebush and Strathfield Planned Precinct will also generate demand for new and improved infrastructure.

These projects are all key areas for collaboration with the NSW Government and neighbouring councils.



To inform the planning of these projects, a Transport, Traffic and Access Study will be prepared to provide the evidence base and identify future actions for the planning and delivery of transport infrastructure.

Sydney Metro West and Burwood North station

Sydney Metro West is the city’s next underground metro railway connecting the Parramatta and Sydney CBDs, doubling rail capacity between these two areas. The project is an important initiative to deliver on the NSW Government’s goal of a 30-minute city. It is currently in the planning stage.

The Sydney Metro West Study area includes a potential station at Burwood North (in the Canada Bay Council LGA), however the final number and location of potential stations has not been confirmed. Depending on the location, the Burwood North Station may provide an additional connection to the Burwood town centre and will also support urban renewal along the Parramatta Road Corridor.

A priority for Council is to ensure that the Burwood North Station is connected to the Burwood train station, enabling easy interchange between the two forms of transport, and giving residents and workers better connections to the centres along the Sydney Metro West corridor.

This could include a mix of pedestrian linkages to the station, new bus services to connect the station to Burwood and Strathfield stations and restoration of peak hour services stopping at Burwood Station that were decreased in rail timetable changes in 2018.

Redevelopment of Burwood train station

The inner west railway line runs through Burwood, with Burwood Station in the centre of the LGA and neighbouring Croydon Station to the east and Strathfield Station to the west. Burwood is the largest centre on the rail line between Sydney and Parramatta.

Burwood Train Station is widely used by commuters, with a net increase of 5,000 to 6,000 trips between 2013 and 2018. This increase reflects the overall trend of increased patronage on all train lines in greater Sydney.

Based on data from 2013, on weekdays during the morning AM peak hour, there is only 10% spare capacity on trains running into the Sydney CBD at Burwood Station, with no seats available and standing room only. In other peak times in the mornings (7-7.30am and 8.30-9am) there is only 24% spare capacity. It is reasonable to assume that in 2019, and with the current population growth, that the station capacity is well over capacity.

Table 1 below shows the increase in the number of train passengers that get on and off at Burwood Station over a three-year period from 2016 to 2018.

Table 1: Train trips at Burwood Station

Year	Embark	Disembark
2018	19,770	20,410
2017	19,130	19,560
2016	17,020	17,420



There is a clear need for a major upgrade to Burwood Station to ease the overcrowding that is currently being experienced and to cater for future demand as Burwood's population and workforce continues to grow.

With its location in the heart of the town centre and as a key asset for Burwood's economy, there is a wider opportunity to complete a major redevelopment of the station. This would not just cater for growth but also provide an anchor point in the heart of the town centre with good quality design and functionality that enhances the station and functioning of the area around it, including the various inter-connections between the station and its surroundings.

Council will collaborate with the NSW Government in the preparation of a Strategic Business Case for the redevelopment of Burwood Train Station to further develop the options, benefits and costs of a major redevelopment. This will be informed by the Transport, Traffic and Access Study.

New north-south transport connections

Currently, there are limited transport connections running north-south through the LGA for residents in the southern suburbs of Enfield, Croydon Park and Burwood Heights to access the town centre, including Burwood Station. While there are bus services that operate in the area, additional and faster transport services are required to encourage people to use public transport or to walk or cycle.

Council also needs to ensure there is a good access to a metro station at Burwood North from all parts of the LGA to enable all residents to benefit from the NSW Government's investment in metro systems.

Council has defined an investigation area for this north-south connection, running from Campsie (a Strategic Centre) in the south to the Burwood North Station in the north. Council will work with the NSW Government and neighbouring councils to develop options for new and improved public and active transport options along the investigation area. This will also be informed by the Transport, Traffic and Access Study.

Map 4 shows the major transport projects and investigation areas for Burwood and the surrounding area.

Actions

1.1 Prepare a Transport, Traffic and Access Study to provide the evidence base and identify future actions for the planning and delivery of transport infrastructure.

1.2 Work with the NSW Government on planning for the:

- Sydney Metro West project, including the proposed station at Burwood North
- Redevelopment of Burwood train station to meet future demand and achieve wider place making benefits
- New north-south transport connections to develop options for new and improved public and active transport options to the town centre and Burwood North metro station.

1.3 Work with neighbouring Councils on the planning for regional infrastructure projects and investment opportunities.

1.4 Use the results of the Transport, Traffic and Access Study to identify short, medium and long-term actions to deliver new and improved transport infrastructure including actions that address emerging technologies.



P2. Deliver local infrastructure, services and facilities

The community expects to see local infrastructure and services delivered in a timely way to respond to population growth and changes in community needs. There is a wide range of infrastructure and services that needs to be planned and delivered to support communities and ensure Burwood remains liveable, productive and sustainable.

Educational facilities

Burwood is well known for its excellent private and public schools that attract families to the area, and a range of private colleges that draw international students. There are 14 public, Catholic and independent primary schools and 11 public and independent secondary schools in the LGA and surrounding suburbs. Many of these schools contain large parcels of land that is used for sporting facilities. As the population grows, there is a need to plan for upgraded and new educational facilities, to continue to provide quality education for the community.

The NSW Government is investing in public education infrastructure in schools throughout the State. In Burwood, a project is underway at Croydon Public School to provide facilities for 1,000 students with new flexible learning spaces and upgraded core facilities.

In the future, with the continuing growth of the LGA and the resulting new housing, there will be pressure on local schools which will require expanded facilities in the medium term.

Council will work with the NSW Government to ensure that educational facilities are expanded, and new facilities developed to match population growth, meet demand and ensure schools are not overcrowded.

Health facilities

Health services and hospitals in and around Burwood provide health care services to the community. Just as Council needs to plan for new and expanded educational facilities, there is a need to also plan for health facilities and services in response to population growth.

Community facilities

Council provides a range of community services and facilities across the LGA including Burwood Library, recreational facilities such as sporting fields and the Enfield Aquatic Centre, parks and open spaces to meet a range of community needs. Services need to cater for all segments of the population to give everyone the opportunity of participation in their community. As the population grows, there will be increased demand on existing services and facilities and new services will be required.

Council is currently updating its Open Space and Community Infrastructure Facilities Strategy (prepared in 2014) to identify innovative solutions in the best use of existing community facilities and open space, as well as the development of additional spaces where possible. Further details are included in Priority 10.

Enabling infrastructure

Enabling infrastructure also needs to be planned and delivered to support population growth to meet increased energy, water and waste demands. This infrastructure needs to be flexible, adaptable and locally sustainable.

Both Council and the NSW Government are responsible for planning and delivery of this type of infrastructure. Council will collaborate with the NSW Government on local infrastructure planning, particularly for the delivery of adaptive and enabling energy and water infrastructure.



The development industry contributes to the cost of infrastructure, particularly improved and new infrastructure required as a result of new local residential and mixed-use development.

Map 5 shows community facilities and other infrastructure in the LGA.

Actions

2.1 Work with School Infrastructure NSW to identify needs and plan for upgraded and new schools and other educational facilities in the LGA.

2.2 Work with Health Infrastructure to identify needs and plan for upgraded and new public health infrastructure in the LGA.

2.3 Use the results of the Open Space and Community Infrastructure Facilities Strategy to inform the planning and delivery of upgraded and new community infrastructure.

2.4 Support healthy lifestyles and liveability by:

- Delivering places and spaces that encourage active lifestyles through infrastructure upgrades of existing spaces, provision of new public spaces and connectivity between spaces
- Investigating opportunities to integrate indoor sporting facilities within future development
- Working with the Office of Sport in the implementation of the District Sport Facility Plans (once released).

2.5 Explore mechanisms to fund additional infrastructure including educational, cultural, sporting and recreational facilities, public spaces and multi-purpose community hubs.

2.6 Review Council's local infrastructure contributions to ensure that local infrastructure is provided to support the needs of the community and to fund actions that contribute to public benefits.

2.7 Use the results of the Urban Design Study and Masterplan to inform Council's Property Strategy to identify land required to be purchased for infrastructure that will deliver public benefits.



6. LIVEABILITY

Planning Priorities

Planning Priority 3. Provide housing supply, choice and affordability in close proximity to jobs, services and public transport

Planning Priority 4. Provide high quality planning and urban design outcomes for key sites and precincts

Planning Priority 5. Identify local character areas considering preservation, enhancement and cultivation

Key action

3.1 Prepare a Local Housing Strategy that addresses the delivery of five year and 6 to 10 year housing supply projections for the Burwood LGA and capacity to contribute to the longer term 20-year strategic housing target for the Eastern City District including delivery of housing diversity and affordability.

Council is committed to maintaining the good quality of life that Burwood's residents enjoy, ensuring that residents have access to quality social infrastructure, safe and inclusive places and a diverse mix of housing types.

There are a range of apartments in the heart of the town centre, surrounded by shops, restaurants and local services that provide good amenity. Away from the town centre, there are large family homes with good access to schools, parks, transport and other services.

To maintain and improve this liveability, housing, infrastructure and services need to be planned and delivered, with a range of housing types in good locations to give people more choice and to improve affordability. This means more medium sized homes need to be delivered to complement the high-density apartments and family homes that are found across Burwood today.

New and more diverse housing choices will enable people to stay in the Burwood communities and neighbourhoods as they transition throughout life. More medium sized homes will enable families with young children to stay in the area, with housing that is larger than an apartment but more affordable than a large home.

Planning Priority 3. Provide housing supply, choice and affordability in close proximity to jobs, services and public transport

The *Eastern City District Plan* includes five-year housing targets based on the District's dwelling needs and existing opportunities to deliver supply. They include detached and attached houses, apartments and granny flats.



The 0-5 year housing supply target for Burwood is 2,600 dwellings. Development within the LGA is on track to deliver 2,050 new dwellings between 2016-17 to 2020-21. Other potential developments currently being planned may provide new housing while further transforming the area and strengthening Burwood's role as an entertainment destination and cultural hub in the Eastern City District.

The majority of new housing has been concentrated in the Burwood town centre as medium to high density in response to its designation as a Strategic Centre and to protect surrounding historical suburbs, several of which are heritage conservation areas.

In the future, there is a need to address other parts of the LGA to not just meet housing supply projections but to provide greater housing diversity and choice. There are other locations outside of the town centre that can meet demand for different housing types, tenure, price, locations and design. Sympathetic development will be required for all areas outside of the town centre that complements the scale and density of the established built form.

The Eastern City District Plan requires councils to develop six to 10 year housing projections. This will be done through a Local Housing Strategy that will demonstrate capacity for housing supply in the medium term, while understanding the type of housing that exists currently and responding to constraints and opportunities to meet the Eastern City District Plan projections.

For the longer term 20-year timeframe, the Local Housing Strategy will investigate and recognise long term housing supply associated with city shaping transport corridors, growing and emerging and new centres and in other areas with high accessibility.

While planning for more housing supply and choice, it will be equally important to identify, preserve and enhance the distinctive local character of the LGA's suburbs, particularly the heritage features that make the area special.

Council is working with the Government Architect NSW and Department of Planning, Industry and Environment to improve urban design and public space outcomes in special character areas and to develop local character statements using relevant guidelines (refer to Planning Priority P5.)

Like all parts of Sydney, Burwood residents face housing stress. Burwood is home to key workers, essential workers such as teachers, police and emergency services, that are on lower incomes. There is a need to ensure that households on low incomes can afford to stay in the LGA with more affordable housing options, along with a need to plan for more universal housing, housing that meets the needs of all people without having to be adapted or to have specialised design.

The Parramatta Road Corridor precinct and Burwood, Strathfield and Homebush Planned Precinct provide good opportunities to deliver affordable housing within the LGA.

Actions

3.1 Prepare a Local Housing Strategy that addresses the delivery of five year and six to 10 year housing supply projections for the Burwood LGA and capacity to contribute to the longer term 20-year strategic housing target for the Eastern City District including delivery of housing diversity and affordability.

3.2 Deliver housing supply with the aim of meeting housing targets of 2,600 new homes in 2016-2021. If there is a shortfall in the target, deliver additional new homes in the six to 10 year housing supply projections.



Planning Priority 4. Provide high quality planning and urban design outcomes for key sites and precincts

Parramatta Road Corridor Urban Transformation Strategy

The Parramatta Road Corridor is a strategically important transport and movement route which connects the Sydney CBD and Parramatta. With chronic traffic congestion, loud noise and low-quality commercial premises, it has been designated as a priority area for long-term growth.

The Parramatta Road Corridor Urban Transformation Strategy (PRCUTS) was released by the NSW Government in 2016 and sets out the vision and land use and transport principles to accommodate 27,000 new homes and 50,000 new jobs in a range of industries across the Corridor over the next 30 years. A Ministerial Direction gives the Strategy and associated Implementation Toolkit statutory weight however requires that infrastructure must be aligned with development.

Burwood-Concord is one of eight renewal precincts identified within the corridor due to its proximity to employment, public transport and existing services and because it can support a new housing mix. The Strategy includes 5,500 new homes and 3,800 new jobs for the precinct by 2050.

A precinct wide approach to the planning of the corridor is being pursued to enable development to occur in a coordinated manner, where a range of apartment types can be provided and where there is access to infrastructure and public transport.

There is a good opportunity for the NSW Government to provide a mass transit option along the length of the corridor to deliver better public transport and ease congestion.

Strathfield and Canada Bay Councils, who also have land in the Burwood-Concord precinct, have identified the need for additional urban design, traffic and transportation investigations. The three councils consider this is essential work to ensure that all future decisions to rezone land are made with a thorough understanding of the potential cumulative impacts and will achieve orderly, transparent and consistent development, and above all, the highest quality planning and design outcomes.

Opportunities to provide key worker housing along the corridor will also be investigated, informed by urban density analysis, traffic studies and the Local Housing Strategy.

Burwood, Strathfield, Homebush Planned Precinct

In 2017, the NSW Government announced the Burwood, Strathfield and Homebush Planned Precinct (the Precinct). The vision for the Precinct is for it to be one integrated, yet diverse precinct featuring:

- More homes and jobs in the right locations
- Improved connectivity through the precinct
- Attractive, active and vibrant public domain and open spaces
- Sensitive integration of higher density development with existing heritage areas and low density development.

Council supports the identification of the Precinct due to its proximity to infrastructure and services. The planning for the precinct needs to be carried out in a coordinated way, and Council will work in collaboration with the NSW Government to ensure that the plans provide housing that complements the character of the area, is delivered alongside supporting



infrastructure and provide new employment opportunities. Council will also collaborate with neighbouring Councils in the precinct on potential infrastructure upgrades in the precinct area.

Actions

- 4.1** Implement the Parramatta Road Corridor Strategy generally in accordance with the 2016-2023 Implementation Plan, following finalisation of a precinct wide traffic and transport study and an urban design study, including preparation of a:
- Precinct wide Planning Proposal
 - Draft Development Control Plan
 - Affordable Housing Contributions Scheme
 - Local Contributions Plan
- 4.2** Work with the NSW Government on the governance framework for the delivery of the Parramatta Road Corridor Urban Transformation Strategy.
- 4.3** Assess and refine the findings of the Burwood, Strathfield and Homebush Planned Precinct work to ensure they meet community needs and are informed by a:
- Precinct traffic and transport study
 - Urban design report to identify recommended future land use, built form, public domain and the provision of supporting infrastructure
 - Local Housing Strategy.
- 4.4.** Collaborate with neighbouring councils on potential infrastructure upgrades in the Burwood, Strathfield, Homebush Planned Precinct.

Planning Priority 5. Identify local character areas considering preservation, enhancement and cultivation

Good design will be a benchmark of future development to create great places and local centres that provide more housing choices along with user-friendly, enjoyable and attractive spaces.

Council is preparing an Urban Design Study and Masterplan for the LGA to improve urban design, public domain and solar access outcomes and identify recommendations to inform future changes to the LEP and DCP to achieve the desired outcomes. The principles for this Urban Design Study will also be used to enhance and renew local places and centres.

Local heritage and character

Burwood has a rich cultural heritage with numerous places that have unique and special built, archaeological and heritage significance. Map 6 shows local heritage areas and items in the LGA.

Burwood has a diverse collection of places with their own local character. The Burwood town centre is a strategic centre that plays a significant role in providing employment, housing and services in the region.

Within and outside of the town centre are unique precincts and character areas that contribute to the amenity and liveability of the whole of the LGA through their distinct features that are valued by the community.

In recognition of these, Council aims to ensure that planning frameworks provide the capacity to ensure we can maintain, enhance and cultivate the unique character and identity of places while



managing future land use and growth for existing and future communities, through strategic planning that enshrines good place making, vitality and urban design outcomes.

The Burwood DCP already guides the character of specific places – such as the Burwood Town Centre, local and neighbourhood centres and heritage conservation areas.

The consideration of existing and desired future local character is a critical component to managing anticipated change for the next 20 years.

Seven areas have been identified for further investigation of their existing and emerging character, and the subsequent development of controls to guide that character. They are:

- Burwood Road Spine
- Deane Street Precinct
- Burwood/Concord Precinct – Parramatta Road Corridor
- Cooper Street – Southern Side
- Burleigh Street and Surrounds
- Henley Park and Surrounds
- Hornsey Street Historic Precinct

These investigations will inform the finalisation of the LSPS to ensure that as Burwood grows to contribute to the Eastern City District's housing supply, housing diversity, employment and service needs, this is managed in a way that balances supporting and enhancing existing and emerging local characteristics for the community.

Further details of each of the local character areas are outlined in Appendix 1.

Actions

- 5.1 Prepare an Urban Design Study and Masterplan for the Burwood LGA to improve urban design, public domain and solar access outcomes and identify recommendations to inform future changes to the LEP and DCP to achieve the outcomes.
- 5.2 Continue to investigate opportunities to work with the Government Architect NSW and Department of Planning, Industry and Environment to improve urban design and public space outcomes in special character areas using the urban design guidelines and to develop local character statements.
- 5.3 Amend the LEP to restrict the subdivision of dual occupancies in the R2 Low Density Residential zone.



7. PRODUCTIVITY

Planning Priorities

Planning Priority 6. Strategically grow investment, business opportunities and jobs

Planning Priority 7. Grow Burwood's night-time entertainment, dining and other recreational opportunities

Planning Priority 8. Increase the long term viability of all centres

Planning Priority 9. Support urban freight and commercial servicing along commercial corridors

Key action

6.1 Prepare an Employment and Investment Strategy for the LGA to identify achievement of 2036 job projections, create a diverse mix of new jobs and to diversify Burwood's economy, including potential for new niche sectors in education and training, healthcare and legal services.

While Burwood is predominantly a residential area, there is significant commercial land use, mainly located around the town centre, which has been classified by the NSW Government as a Strategic Centre due to its location along major transport corridors and its strong local economy.

It is an attractive commercial centre with low vacancy rates due to its location midway between the Sydney and Parramatta CBDs. Key employment sectors include retail, property and business services, health and social assistance, education and training.

The LGA has two major shopping centres - the Burwood Town Centre shopping strip and Westfield Burwood Shopping Centre, with a smaller centre at Burwood Plaza.

There are three private hospitals – Alwyn Rehabilitation Hospital, Strathfield Private Hospital and St John of God Hospital – along with several training colleges (theological, missionary and nursing) and a number of private and public schools.

The town centre's restaurants, cafes and entertainment attract locals and visitors, which makes the night-time economy an important component of Burwood's productivity that needs to be strengthened and diversified.

In addition to the Burwood town centre, the LGA has additional local centres that provide retail and urban services to the community. These include the Strathfield town centre with a mix of retail and local businesses clustered around the Strathfield train station and the retail strip located along Croydon train station. The area west of the LGA where Liverpool Road meets The Boulevard in Enfield and Strathfield, is another commercial centre that can be strengthened.

Planning Priority 6. Strategically grow investment, business opportunities and jobs

The Eastern City District Plan includes a baseline projection for Burwood to deliver an additional 12,000 to 14,000 jobs by 2036. This compares to the estimated 10,300 jobs in the LGA in 2016.



All councils are required to deliver the job projections to support a growing population and provide a diversity of jobs in locations that are well served by public transport.

While Burwood's town centre performs an important role as a Strategic Centre in the Eastern City District, it needs to be protected and enhanced to meet the job projections with strategies to strengthen the local economy and grow new employment opportunities.

An important way the town centre can be strengthened is to improve urban design, public domain and solar access outcomes to ensure that as Burwood becomes a more productive town centre, it also remains a great place to live and visit. The Urban Design Study and Masterplan for the Burwood LGA (refer Action 5.1) will help to achieve this.

Burwood Road Masterplan

Burwood Road is Burwood's main shopping strip, serving as a central spine throughout the LGA for pedestrians connecting transport, retail, commercial and residential and as a multi-lane through traffic road for buses and cars.

It contains a mix of developments including retail (including the Westfield Shopping Centre), commercial, residential and open space (including Burwood Park). Burwood Road is highly visible due to the volume of both vehicle and pedestrian traffic and there is an opportunity to upgrade the streetscape to improve the urban design and public domain and integrate with proposed future development.

A Burwood Road Streetscape Masterplan is being prepared to upgrade and beautify Burwood Road within the town centre and the Burwood Road north area, while also balancing its dual function of a street for movement and people which supports the local economy and enhances liveability and urban design outcomes.

Niche industries

Burwood is well positioned to develop new niche sectors in its local economy due to its central location between the Sydney CBD and Parramatta as well as other employment centres such as Sydney Olympic Park.

Education, research and innovation is an opportunity that can be realised due to the close proximity to leading research and educational institutions to the east including Sydney University and the University of Technology Sydney.

There are also neighbouring health and education precincts in Camperdown/Ultimo and Concord that present opportunities.

Within the LGA, there is a small cluster of medical services along Burwood Road to the north of the LGA that service neighbouring health facilities at Concord and Strathfield. There is an opportunity to strengthen this cluster and attract new services to provide new and additional employment.

Within the city centre, there is a range of legal services clustered around the Burwood Court House on Belmore Street. There is also an opportunity to grow this cluster and attract new services and to reinforce Burwood's place as a legal centre in the region.

To understand these opportunities and to guide planning for commercial land and grow and diversify Burwood's employment base, Council will commission an Employment and Investment Strategy for the LGA that will be completed and finalised in late 2019 to inform the final version of the LSPS.



Actions

- 6.1 Prepare an Employment and Investment Strategy for the LGA to identify achievement of 2036 job projections, a diverse mix of new jobs and to diversify Burwood's economy, including potential for new niche sectors in education and training, healthcare and legal services.
- 6.2 Prepare a Streetscape Masterplan for Burwood Road (from Parramatta Road to Liverpool Road) that recognises and balances its dual function of a street for movement and people which supports the local economy and enhances liveability and urban design outcomes.

Planning Priority 7. Grow Burwood's night-time entertainment, dining and other recreational opportunities

The town centre's restaurants, cafes, hotels and other entertainment facilities, such as RSLs, draw locals and visitors to the area in the evening and have helped to create an important night-time economy.

This night-time economy can be strengthened by improving and diversifying the current offer, particularly in the light of strong competition from other locations in the Eastern City District, to ensure that local businesses remain competitive and to support ongoing employment growth.

Burwood's multicultural cuisines, particularly Asian cuisine, provide the opportunity to market the area as a high quality eat street destination for locals and visitors.

Actions

- 7.1 Improve and diversify Burwood's night-time economy as informed by the Employment and Investment Strategy and Urban Design Study and Masterplan.

Planning Priority 8. Increase the long term viability of all centres

In addition to the Burwood town centre, the LGA is also home to other centres which have different sizes, character and function. The centres in Strathfield and Croydon are areas where boundaries are shared with neighbouring councils including Strathfield and Inner West Councils, with both centres, as well as the junction at Liverpool Road, serving as gateways to Burwood.

They are well located along the rail corridor and require evidence-based planning to determine the demand for housing, employment, retail, commercial services and community infrastructure.

The Strathfield town centre is located close to the Burwood town centre with both centres complementing the other.

A place-based collaboration with these councils is required to plan for their growth and create a more cohesive area that meets the needs of all the communities that live, work and visit these centres. This can be done through a range of measures including public domain improvements, local infrastructure and place making activities.

Actions

- 8.1 Align adjacent council planning controls and ensure effective land use and public space amenity, infrastructure and maintenance across boundaries.



8.2 Consult with NSW Government agencies on their plans for key road junctions shared between Burwood and adjacent councils.

Planning Priority 9. Support urban freight and commercial servicing along commercial corridors

Urban freight and servicing of commercial businesses such as supermarkets, hotels, food outlets and large commercial office buildings are essential tasks for businesses and communities. In addition, the growth of online shopping has seen an increase in the volume of online shopping deliveries by couriers. These activities need to be planned and managed so they can be delivered efficiently to support business activity while protecting local amenity.

Port Botany and Sydney Airport are major trade gateways for Sydney that distribute business resources and freight across Greater Sydney and regional NSW. Within the Eastern City District, freight moves between Sydney Airport and Port Botany to facilities such as the Enfield Intermodal Logistics Centre which is located south-west of the LGA in the Strathfield Council LGA. The major road corridors that run through the Burwood LGA also service freight vehicle movements.

The need for freight movements, including delivery vehicles, will continue to increase. These movements need to be planned while minimising the negative impacts they can cause including additional road congestion and noise and air pollution.

Actions

9.1 Manage the availability and location of urban freight distribution in the town centre and other parts of the LGA informed by the Transport, Traffic and Access Study.



8. SUSTAINABILITY

Planning priorities

Planning Priority 10. Deliver high quality open space and recreation facilities

Planning Priority 11. Increase urban tree canopy cover

Planning Priority 12. Deliver Green Grid connections

Planning Priority 13. Promote the improved health and enjoyment of the Cooks River waterway

Planning Priority 14. Protect and enhance biodiversity

Planning Priority 15. Reduce carbon emissions and manage energy, water and waste efficiently

Planning Priority 16. Adapt to the impacts of urban and natural hazards and climate change

Key action

16.1 Prepare a Resilience Strategy for the LGA to assess community and built environment risks and vulnerabilities and to guide the planning for how the Council reacts to shocks and stresses, delivers sustainable infrastructure and identifies priorities to increase resilience to natural and urban hazards, as well as changes in technology.

Burwood's population growth will have an impact on the natural environment, which makes it important to improve sustainability through a range of measures that will protect the environment.

Everyone is responsible for protecting the environment – Council, other levels of government and the community – and all have a responsibility to preserve our natural resources for future generations.

Sustainability encompasses a range of issues:

- Maintaining, managing and increasing green infrastructure – the network of green spaces that support sustainable communities, including parks and open spaces, urban tree canopy and green ground cover and waterways.
- Having good quality connections to open space and waterways such as the Cooks River and cool, green links throughout Burwood and to neighbouring parks and open space in the Eastern City that support walking and cycling.
- An urban tree canopy lining the streets and neighbourhoods to support the cooling of the neighbourhoods as temperatures rise.
- Improving the way buildings and precincts are planned and designed, and the way water and energy infrastructure is delivered, to use these resources more efficiently and lower carbon emissions.
- Acting to mitigate climate change and help communities to adapt to natural hazards such as heatwaves, flooding and storms, which are exacerbated by climate change.



One of the most important actions Council will undertake is to develop a Resilience Strategy for the LGA to strengthen its ability to survive, adapt and thrive in the face of increasing uncertainty and local shocks and stresses.

Planning Priority 10. Deliver high quality open space and recreation facilities

Public open space is a form of green infrastructure that is used for recreation, leisure and outdoor recreation purposes, including active and passive recreation. It enhances the character of Burwood's neighbourhoods, supports healthy and active lifestyles and brings communities together.

As Burwood's population grows and higher density development is delivered, providing open space areas for recreation, sport and social activity, as well as establishing physical links that support social networks and create a sense of community, will become increasingly important.

The new Premier's Priorities announced in July 2019 includes a priority to increase the proportion of homes in urban areas within 10 minutes' walk of quality green, open and public space by 10% by 2023.

Burwood has the lowest ratio of public open space per person in Sydney, with 1,020 people per hectare of public space. Open space is particularly in undersupply north of the LGA, where the majority of growth is forecast. Other councils such as the City of Sydney, Waverley and North Sydney all have higher population densities than Burwood but have a higher ratio of public open space. Figure 6 shows Burwood's open space relative to other Councils.

Figure 6 Open space per hectare

Insert infographic

Quality open space needs to be delivered that meets the needs of the community and the amount of open space needs to be increased as the population grows. Demographic changes will require open space and recreation facilities to meet the needs of older people, children and families and young people.

There are few opportunities to increase the quantity of public open space due to competing needs for other uses and the costs of acquiring land. The focus is therefore on improving the quality and distribution of open space, including sporting facilities.

Council has been investigating solutions for the shortfall in active open space, including making better use of existing sportsgrounds, converting existing open space into sports fields, and partnering with schools to share spaces outside school hours. Open space within school grounds is a potential asset that could be shared by the wider community outside of school hours.

People in urban neighbourhoods should be able to walk to local open space. In high density neighbourhoods, public open space is used like a shared backyard, providing a green communal living space. High density development should be located within 200 metres of open space and all dwellings should be within 400 metres of open space.

Council is currently updating its Open Space and Community Infrastructure Facilities Strategy (prepared in 2014) to identify innovative solutions in the best use of existing community facilities and open space, as well as the development of additional spaces where possible.



When completed, the strategy will be used to inform the planning and strategic direction of Council in working with developers, not for profit organisations, government agencies and neighbouring councils to deliver quality open space and community facilities.

Actions

10.1 Finalise the Open Space and Community Infrastructure Facilities Strategy to inform the best use of existing open space and facilities and development of additional spaces.

10.2 Actively encourage the shared use of land and facilities including schools, but only where the shared use does not reduce the existing availability of public open space for general community use.

10.3 Work with NSW Government agencies to plan and deliver new neighbourhoods along the Parramatta Road corridor with a sufficient quantity and quality of open space, informed by Council studies.

10.4 Investigate options to provide new and improved walking and cycling links to transport as well as leisure and recreational trips within the LGA informed by the Transport, Traffic and Access Study.

Planning Priority 11. Increase urban tree canopy cover

Tree lined streets and tree cover on private land all form what is known as the urban tree canopy, a form of green infrastructure that helps to reduce temperatures, support cleaner air and water and provide local habitats for birds and other wildlife. Trees also help insulate against noise pollution, particularly along busy roads.

The NSW Government has set a target to increase tree canopy cover across Greater Sydney to 40% and the Eastern City District Plan includes an action to expand urban tree canopy in the public realm for all Councils including Burwood.

The new Premier's Priorities announced in July 2019 also includes a priority to increase the tree canopy and green cover across Greater Sydney by planting 1 million trees by 2022.

Burwood has a high proportion of hard surface areas and correspondingly low levels of tree canopy cover. Research carried out by the Institute for Sustainable Futures at the University of Technology Sydney, Benchmarking Australia's Urban Tree Canopy, found that:

- Burwood has 21.5% cover, similar to other areas including Canada Bay (20%), Leichhardt (20%), Kogarah (21%), Parramatta (23%) and Liverpool (23%)
- Areas with a lower level of urban tree cover (less than 20%) included Botany Bay (12%) and Ashfield (19.8%)
- Areas to the north of Greater Sydney, including Ku-ring-gai, Warringah and Pittwater, have the highest proportions of tree cover (in excess of 50%).

There are approximately 7,200 street trees across the Burwood LGA. In 2018, 250 advanced native trees were planted in Wangal Park at the completion of construction.

Approximately 1.1km of the Cooks River foreshore lies within the Burwood LGA and 540 metres of this area has been naturalized with rocks and locally indigenous trees, shrubs and groundcovers.

As Burwood continues to grow and change, the urban tree canopy will come under pressure and it will be important to ensure it is maintained and enhanced to support sustainable and



liveable neighbourhoods, particularly as temperatures potentially become hotter. An immediate priority will be to increase tree plantings in parks and streets and extend the urban tree canopy across all parts of the LGA. Up to 500 new trees will be planted in the short term.

Actions

11.1 Prepare a street tree masterplan to increase tree canopy on public land and identify the most effective location for the 500 new street trees.

11.2 Evaluate controls to facilitate increased tree canopy coverage across the LGA.

Planning Priority 12. Deliver Green Grid connections

The Greater Sydney Green Grid will provide cool, green links to support walking, cycling and community access to open space across Sydney resulting in a healthier urban environment, improve community access to recreation and exercise, encourage social interaction and support walking and cycling connections.

Green Grid Priority Projects have been identified to provide district-scale connections that link open space, waterways and bushland. Local projects identified in the Eastern City District Plan include:

- **Powells Creek and Mason Park, Strathfield** - providing walking and cycling links, urban greening, stormwater treatment and a mix of open space uses that link Concord West, North Strathfield, Homebush and Strathfield to Parramatta Road, Bicentennial Park and the Parramatta River foreshore.
- **Rhodes and Concord Open Space and Hospital Precincts** - connecting the Parramatta River foreshore open spaces from Rhodes and Concord including Brays Bay Reserve, the Kokoda Track Memorial Walkway, Rocky Point, the Thomas Walker Hospital grounds, Concord Hospital grounds and river foreshores, the Dame Edith Walker Hospital grounds, Concord Golf Course and Concord RSL.
- **Hen and Chicken Bay Foreshore** - Hen and Chicken Bay will be connected to the Bay Walk, providing more opportunities for walking and cycling. This project also provides opportunities for enhanced connections to Burwood via Burwood Road, St Luke's Park and Queen Elizabeth Park.

Green Grid improvements will benefit Burwood by linking the Parramatta River, Cooks River and other open space corridors in the region.

The inner west rail line and Parramatta Road corridor make connectivity to these green grid projects a challenge, however Council will investigate opportunities for connections across the rail line and major roads. We will also work with Strathfield and Inner West Councils to investigate potential new east-west Green Grid connections in the region.

Map 7 shows the Green Grid priority projects and potential new projects within the Burwood LGA along with local sporting and recreational facilities that complement recreational opportunities.



Actions

12.1 Work with Canada Bay Council on new connections from Burwood to identified Green Grid projects (Powells Creek and Mason Park, Rhodes and Concord Open Space and Hen and Chicken Bay Foreshore).

12.2 Work with neighbouring Councils to investigate potential new Green Grid connections including a connection between Henley Park in Enfield and Strathfield Park to the west, between Henley Park in Enfield to the Cooks River foreshore and from Croydon to green infrastructure in the Inner West.

Planning Priority 13. Promote the improved health and enjoyment of the Cooks River waterway

The Cooks River waterway sits to the south of the Burwood LGA adjoining Canterbury-Bankstown with 1.1 kilometres of foreshore area in Burwood, providing a valued recreational opportunity for residents. The care and control of the River is shared between councils and NSW Government agencies including Sydney Water.

Sydney Water, in partnership with the Sydney Metropolitan Catchment Management Authority, completed the Cooks Riverbank Naturalisation project in 2014 for 540 metres of the 1.1km area. The Cooks River flows through a concrete stormwater channel, however current urban water management principles aim to improve the health of waterways by removing concrete channels and creating gently sloped landscaped banks and wetlands.

Council has been involved in improvements including the Cooks River Shared Pedestrian and Cycle Pathway, a shared pedestrian and cycle path which runs from Homebush Bay to Botany Bay and passes through parks in the Burwood LGA which front the Cooks River – Walsh Avenue Reserve, Whiddon Reserve, Brown Reserve and Flockhart Park. The Pathway was funded by Federal, NSW and local governments. Council maintains the pathway within Burwood's parks.

The environmental health of the Cooks River is a priority for Council, and we will continue to work with the NSW Government, neighbouring councils and the Cooks River Alliance to improve water quality in the Cooks River and to enable an effective catchment wide approach for improving water quality.

Actions

13.1 Work collaboratively with members of the Cooks River Alliance to develop whole of catchment land use policy and statutory planning mechanisms that consider cumulative impacts of development, improve water quality and public access.

13.2 Review and update the Stormwater Management Code to ensure pervious areas are maximised; all stormwater is treated before it reaches waterways, reduced stormwater run-off volumes and pollution entering waterways and stormwater management systems are vegetated to slow down and clean stormwater runoff and provide passive irrigation, greening and urban cooling.



Planning Priority 14. Protect and enhance biodiversity

The Eastern City District Plan includes a priority to protect and enhance bushland and biodiversity. Although there is no bushland or remnant vegetation in the Burwood area, local parks and green spaces support wildlife and provide recreational opportunities that enhance the health and well-being of the community.

Councils in the Eastern City District are working together to map opportunities to restore and reconnect areas of habitat in established urban areas which also complements the delivery of the Greater Sydney Green Grid. Selected species of trees and understorey plants for parks and street planting in targeted areas support the movement of wildlife and help strengthen connections between areas of habitat.

Over the next 20 years, protection, maintenance and enhancement of green spaces will provide habitat for common and threatened species, protect biodiversity and increase the health and well-being of the community.

Actions

14.1 Revise controls and associated mapping to implement biodiversity corridors through landscaping, canopy cover, the Green Grid and waterways to strengthen habitat links within and surrounding the LGA.

Planning Priority 15. Reduce carbon emissions and manage energy, water and waste efficiently

As Burwood's population grows, demand for energy and water and the generation of waste will increase. New approaches to the use of energy and water and management of waste are needed to prevent greenhouse gas emissions from increasing. The construction, operation and maintenance of buildings accounts for almost a quarter of greenhouse gas emissions in Australia.

Burwood2030 includes sustainable waste management practices, community education on sustainable practices and leadership in environmental sustainability as part of the approach to a healthy and sustainable environment.

To reduce carbon emissions and manage resources including energy, water and waste efficiently, new development needs to incorporate principles of passive solar design, sustainable waste management and achieve high levels of performance on environmental ratings schemes (BASIX) for water and energy savings.

Waste generated in Burwood as part of the Eastern City District is moved by rail and road to landfills outside the District, such as Woodlawn near Goulburn. The planning and design of new developments should support the sustainable and effective collection and management of waste to reduce waste sent to landfill and help to reduce greenhouse gas emissions.

The introduction of controls to support efficient energy, water and waste systems in new developments such as in the Burwood, Strathfield, Homebush planned precinct, will play an important role in reducing Burwood's carbon emissions over the next 20 years.

Smart cities use technology and data collected about the city to manage assets and resources efficiently. Council's response to this priority will be informed by a Smart City Strategy (part of the Resiliency Strategy) for the LGA that will be used to inform future planning.



Actions

15.1 Prepare a Smart Cities Strategy for the LGA to guide asset management and efficient resource management, improved service delivery and planning for new and emerging technologies.

15.2 Work with the waste industry and government to improve and strengthen waste recycling options.

15.3 Investigate ways Council can employ energy efficiency measure, e.g. solar panels, on all Council facilities.

Planning Priority 16. Adapt to the impacts of urban and natural hazards and climate change

Resilience is the capacity of infrastructure and communities to withstand disruption, operate effectively in crisis, deal with and adapt to shocks and stresses. Shocks include natural disasters such as floods, storms or bushfires, while stresses act to increase the impact of those shocks such as climate change, which will exacerbate these natural hazards.

Burwood faces a number of urban and natural hazards. Severe storms are the most significant natural hazard that affects the entire Eastern City District, and flooding is a risk, particularly in the area south of the LGA along the Cooks River foreshore. Map 8 shows flood prone land in the LGA.

Extreme heat is a risk to communities and infrastructure networks, particularly in the more developed town centre as a result of the urban heat island effect, an urban area that is significantly warmer than its surrounding less urbanised areas due to human activities. Air temperatures are increasing due to climate change and increasing urbanisation, with projected increases in heatwaves and the number of extreme temperature days.

Map 9 shows the urban heat island effect with the more highly developed areas of the LGA that experience the hottest temperatures during summer as well as areas located along busy road corridors. The way neighbourhoods and buildings are planned and designed can help communities adapt and be more resilient to extreme heat.

Burwood is one of the Councils across the Eastern City District that is participating in the 100 Resilient Cities initiative and considering ways to respond to shocks and stresses that could strengthen community resilience. It has developed the Resilient Sydney Strategy in collaboration with Councils, business and the community to set directions to strengthen our ability to survive, adapt and thrive in the face of increasing global uncertainty and local shocks and stresses.

Council will prepare a Resilience Strategy for the LGA to assess risks and vulnerabilities and guide future planning and will work with Resilient Sydney to measure carbon emissions, with the goal of safeguarding people and infrastructure against natural and urban hazards and building capability to respond and recover from natural and urban hazards.

Actions

16.1 Prepare a Resilience Strategy for the LGA to assess community and built environment risks and vulnerabilities and to guide the planning for how the Council reacts to shocks and stresses, delivers sustainable infrastructure and identifies priorities to increase resilience to natural and urban hazards, as well as changes in technology.



9. IMPLEMENTATION, MONITORING AND REPORTING

The LSPS will be implemented via the Monitoring and Actions Plan which follows. Progress towards achieving the measures will be monitored and reported at appropriate times. This will track if the actions to deliver the Planning Priorities have been successful or if they need to be reviewed.

The LSPS will be also be reviewed within the statutory timeframe of seven years, or sooner if appropriate.

Table 2. Monitoring and Action Plan

INFRASTRUCTURE AND COLLABORATION		
PRIORITY	ACTION	MEASURE
1. Plan for a city that is supported by infrastructure	1.1 Prepare a Transport, Traffic and Access Study to provide the evidence base and identify future actions for the planning and delivery of transport infrastructure.	Transport, Traffic and Access Study completed
	<p>Short</p> <p>1.2 Work with the NSW Government on planning for the:</p> <ul style="list-style-type: none"> • Sydney Metro West project, including the proposed station at Burwood North • Redevelopment of Burwood train station to meet future demand and achieve wider place making benefits • New north-south transport connections to develop options for new and improved public and active transport options to the town centre and Burwood North metro station. 	Council advocates for NSW Government provision of supporting infrastructure
	<p>Medium term</p> <p>1.3 Work with neighbouring Councils on the planning for regional infrastructure projects</p>	Planning for regional infrastructure is documented and business cases prepared.



INFRASTRUCTURE AND COLLABORATION		
PRIORITY	ACTION	MEASURE
	and investment opportunities. Medium term	
	1.4 Use the results of the Transport, Traffic and Access Study to identify short, medium and long-term actions to deliver new and improved transport infrastructure including actions that address emerging technologies. Short term	Transport, Traffic and Access Study completed
P2. Deliver local infrastructure, services and facilities	2.1 Work with School Infrastructure NSW to identify needs and plan for upgraded and new schools and other educational facilities in the LGA. Short term	Council advocates for provision of educational infrastructure
	2.2 Work with Health Infrastructure to identify needs and plan for upgraded and new public health infrastructure in the LGA. Short term	Council advocates for provision of public health infrastructure
	2.3 Use the results of the Open Space and Community Infrastructure Facilities Strategy to inform the planning and delivery of upgraded and new community infrastructure. Short term	Open Space and Community Infrastructure Facilities Strategy completed
	2.4 Support healthy lifestyles and liveability by. <ul style="list-style-type: none"> Delivering places and spaces that encourage active lifestyles through infrastructure upgrades of existing spaces, provision of new public spaces and connectivity between spaces. Investigating opportunities to integrate indoor sporting facilities within future 	District Sport Facilities Plan completed



INFRASTRUCTURE AND COLLABORATION		
PRIORITY	ACTION	MEASURE
	development. • Working with the Office of Sport in the implementation of the District Sport Facility Plans (once released) Medium term	
	2.5 Explore mechanisms to fund additional infrastructure including educational, cultural sporting and recreational facilities, public spaces and multi-purpose community hubs. Medium term	Funding mechanisms review completed
	2.6 Review Council's local infrastructure contributions to ensure that local infrastructure is provided to support the needs of the community and to fund actions that contribute to public benefits. Medium term	Review of local infrastructure contributions completed
	2.7 Use the results of the Urban Design Study and Masterplan to inform Council's Property Strategy to identify land required to be purchased for infrastructure that will deliver public benefits. Medium term	Property Strategy completed



LIVEABILITY		
PRIORITY	ACTION	MEASURE
P3. Provide housing supply, choice and affordability in close proximity to jobs, services and public transport.	3.1 Prepare a Local Housing Strategy that addresses the delivery of five year and six to - 10 year housing supply projections for the Burwood LGA and capacity to contribute to the longer term 20-year strategic housing target for the Eastern City District including delivery of housing diversity and affordability. Short term	Local Housing Strategy completed Delivery of housing targets to 2021 Delivery of housing targets 2021 – 2026 Delivery of housing targets 2026 – 2036
	3.2. Deliver housing supply with the aim of meeting housing targets of 2,600 new homes in 2016-2021. If there is a shortfall in the target, deliver additional new homes in the six -10 year housing supply projections. Short term	Delivery of housing targets to 2021 Delivery of housing targets 2021 – 2026 Delivery of housing targets 2026 – 2036
P4. Provide high quality planning and urban design outcomes for key sites and precincts	4.1 Implement the Parramatta Road Corridor Strategy generally in accordance with the 2016-2023 Implementation Plan, following finalisation of a precinct wide traffic and transport study and an urban design study, including preparation of a: <ul style="list-style-type: none"> • Precinct wide Planning Proposal • Draft Development Control Plan • Affordable Housing Contributions Scheme • Local Contributions Plan Medium term	Precinct wide Planning Proposal completed Draft Development Control Plan completed Affordable Housing Contributions Scheme completed Local Contributions Plan completed
	4.2 Work with the NSW Government on the governance framework for the delivery of the Parramatta Road Corridor Urban Transformation Strategy. Medium term	Governance framework developed



LIVEABILITY		
PRIORITY	ACTION	MEASURE
	<p>4.3 Assess and refine the findings of the Burwood, Strathfield and Homebush Planned Precinct work to ensure they meet community needs and are informed by a:</p> <ul style="list-style-type: none"> • Precinct traffic and transport study • Urban design report to identify recommended future land use, built form, public domain and the provision of supporting infrastructure • Local Housing Strategy. <p>Medium term</p>	<p>Precinct traffic and transport study completed</p> <p>Urban design report completed</p> <p>Local Housing Strategy completed</p>
	<p>4.4. Collaborate with neighbouring councils on potential infrastructure upgrades in the Burwood, Strathfield, Homebush Planned Precinct.</p> <p>Medium term</p>	<p>Planning for potential infrastructure upgrades completed</p>
P5. Identify local character areas considering preservation, enhancement and cultivation	<p>5.1 Prepare an Urban Design Study and Masterplan for the Burwood LGA to improve urban design, public domain and solar access outcomes and identify recommendations to inform future changes to the LEP and DCP to achieve the outcomes.</p> <p>Short term</p>	<p>Urban Design Study and Masterplan completed</p>
	<p>5.2 Continue to investigate opportunities to work with the Government Architect NSW and Department of Planning, Industry and Environment to improve urban design and public space outcomes in special character areas using the urban design guidelines and to develop local character</p>	<p>Local Character Statements completed</p>



LIVEABILITY		
PRIORITY	ACTION	MEASURE
	statements.	
	<p>Medium term</p> <p>5.3 Amend the LEP to restrict the subdivision of dual occupancies in the R2 Low Density Residential zone.</p> <p>Short term</p>	LEP amended

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PRODUCTIVITY		
PRIORITY	ACTION	MEASURE
P6. Strategically grow investment, business opportunities and jobs	6.1 Prepare an Employment and Investment Strategy for the LGA to identify achievement of 2036 job projections, a diverse mix of new jobs and to diversify Burwood's economy, including potential for new niche sectors in education and training, healthcare and legal services. Short term	Employment and Investment Strategy completed Achieve projection of 14,000 jobs in Burwood by 2036 Increased proportion of local jobs for local residents Increase in employment floor space across all commercial centres
	6.2 Prepare a Streetscape Masterplan for Burwood Road (from Parramatta Road to Liverpool Road) that recognises and balances its dual function of a street for movement and people which supports the local economy and enhances liveability and urban design outcomes. Short term	Masterplan for Burwood Road completed Achieve projection of 14,000 jobs in Burwood by 2036 Increased proportion of local jobs for local residents Increase in employment floor space across all commercial centres
P7. Grow Burwood's night-time entertainment, dining and other recreational opportunities	7.1 Improve and diversify Burwood's night-time economy as informed by the Employment and Investment Strategy and Urban Design Study and Masterplan. Short term	Employment and Investment Strategy completed Achieve projection of 14,000 jobs in Burwood by 2036 Increased proportion of local jobs for local resident. Increase in employment floor space across all commercial centres
P8. Increase the long term viability of all centres	8.1 Align adjacent planning controls and ensure effective land use and public space amenity, infrastructure and maintenance across	Achieve projection of 14,000 jobs in Burwood by 2036 Increased proportion of local jobs for local residents Increase in employment floor



PRODUCTIVITY		
PRIORITY	ACTION	MEASURE
	boundaries. Short term	space across all commercial centres.
	8.2 Consult with NSW Government agencies on their plans for key road junctions shared between Burwood and adjacent councils, Short term	
P9. Support urban freight and commercial servicing along commercial corridors	9.1 Manage the availability and location of urban freight distribution in the town centre and other parts of the LGA informed by the Transport, Traffic and Access Study. Medium term	Achieve projection of 14,000 jobs in Burwood by 2036 Increased proportion of local jobs for local residents Increase in employment floor space across all commercial centres



SUSTAINABILITY		
PRIORITY	ACTION	MEASURE
P10. Deliver high quality open space and recreation facilities	10.1 Finalise the Open Space and Community Infrastructure Facilities Strategy to inform the best use of existing open space and facilities and development of additional spaces. Short term	Open Space and Community Infrastructure Facilities Strategy updated Increased resident satisfaction with the quality and quantity of open spaces
	10.2 Actively encourage the shared use of land and facilities including schools, but only where the shared use does not reduce the existing availability of public open space for general community use. Short term	Increased resident satisfaction with the quality and quantity of open spaces
	10.3 Work with NSW Government agencies to plan and deliver new neighbourhoods along the Parramatta Road corridor with a sufficient quantity and quality of open space, informed by Council studies. Medium term	Increased resident satisfaction with the quality and quantity of open spaces
	10.4 Investigate options to provide new and improved walking and cycling links to transport as well as leisure and recreational trips within the LGA informed by the Transport, Traffic and Access Study Short term	New and improved walking and cycling links delivered
P11. Increase urban tree canopy cover	11.1 Prepare a street tree masterplan to increase tree canopy on public land. Short term	Street tree masterplan completed Increased tree canopy on public land
	11.2 Evaluate controls to facilitate increased tree canopy coverage across the LGA. Short term	Increased tree canopy across the LGA
P12. Deliver Green Grid	12.1 Work with Canada Bay	Delivery of identified Green Grid



SUSTAINABILITY		
PRIORITY	ACTION	MEASURE
connections	<p>Council on new connections from Burwood to identified Green Grid projects (Powells Creek and Mason Park, Rhodes and Concord Open Space and Hen and Chicken Bay Foreshore).</p> <p>Medium term</p>	projects
	<p>12.2 Work with neighbouring Councils to investigate potential new Green Grid connections including a connection between Henley Park in Enfield and Strathfield Park to the west, between Henley Park in Enfield to the Cooks River foreshore and from Croydon to green infrastructure in the Inner West</p> <p>Medium term</p>	Delivery of new Green Grid projects
P13. Promote the improved health and enjoyment of the Cooks River waterway	<p>13.1 Work collaboratively with members of the Cooks River Alliance to develop whole of catchment land use policy and statutory planning mechanisms that consider cumulative impacts of development, improve water quality and public access.</p> <p>Medium term</p>	Council policies to improve the water quality of the Cooks River
	<p>13.2 Review and update the Stormwater Management Code to ensure pervious areas are maximised; all stormwater is treated before it reaches waterways; reduced stormwater run-off volumes and pollution entering waterways and stormwater management systems are vegetated to slow down and clean stormwater runoff; and provide passive irrigation, greening and urban cooling.</p> <p>Short term</p>	Stormwater Management Code reviewed and updated



SUSTAINABILITY		
PRIORITY	ACTION	MEASURE
P14. Protect and enhance biodiversity	<p>14.1 Revise controls and associated mapping to implement biodiversity corridors through landscaping, canopy cover, the Green Grid and waterways to strengthen habitat links within and surrounding the LGA.</p> <p>Medium term</p>	Controls and mapping revised
P15. Reduce carbon emissions and manage energy, water and waste efficiently	<p>15.1 Prepare a Smart Cities Strategy for the LGA to guide asset management and efficient resource management, improved service delivery and planning for new and emerging technologies.</p> <p>Medium term</p>	<p>Smart Cities Strategy completed</p> <p>Increased use of sustainable energy</p> <p>Decrease in Council's carbon footprint</p>
	<p>15.2 Work with the waste industry and government to improve and strengthen waste recycling options.</p> <p>Short term</p>	Increased proportion of waste diverted to landfill
P16. Adapt to the impacts of urban and natural hazards and climate change	<p>16.1 Prepare a Resilience Strategy for the LGA to assess community and built environment risks and vulnerabilities and to guide the planning for how the Council reacts to shocks and stresses, delivers sustainable infrastructure and identifies priorities to increase resilience to natural and urban hazards, as well as changes in technology.</p> <p>Short term.</p>	Resilience strategy completed

10. APPENDICES

Local Character Areas

Burwood Road Spine

Direction: Enhance character

Indicative location:



Aims (to be revised through further investigation):

- Support and enhance its role as a high density mixed use centre that serves as a true 'high street' with respect to its existing human scale of the streetscape
- Promote the night-time economy and ensure safe and active streets of an evening
- Increase trees and provide a greener cityscape
- Ensure solar access to the public domain and open space areas
- Ensure a human scale for development to support streetscape visual quality and vitality within a high density town centre context
- Improve connectivity and permeability through pedestrian links, high quality streets and commercial arcades
- Ensure the spine links the north and southern edges of the town centre in a cohesive manner that enhances its unique features and vibrant public domain
- Subject to the provision of a Metro Station at Burwood North, support the movement of pedestrians along the Burwood Road spine to connect users of the new Metro station to the Burwood town centre.



Deane Street Precinct

Direction: Enhance and cultivate character

Indicative location:



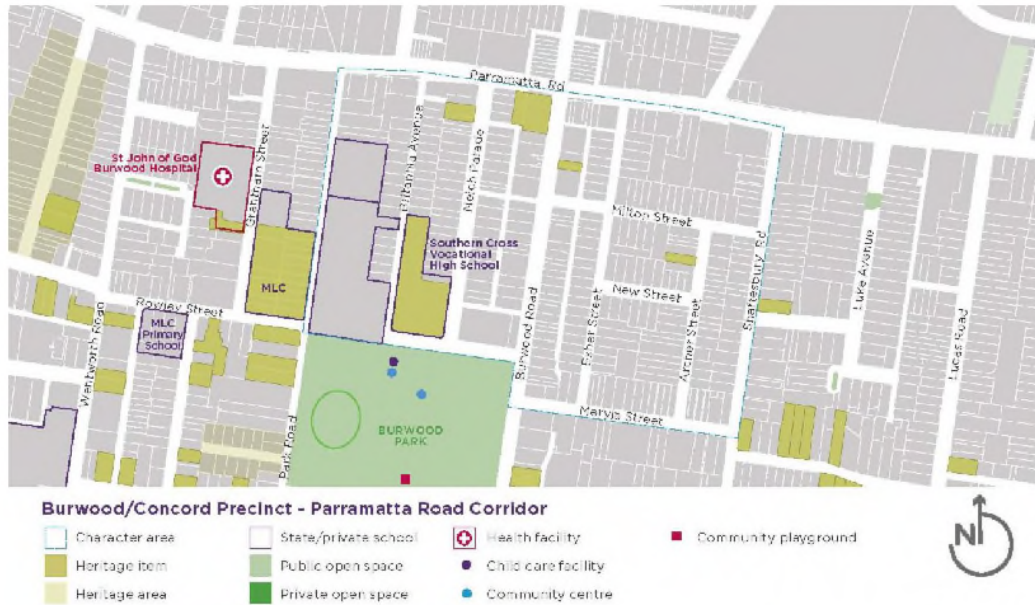
Aims (to be revised through further investigation):

- Collaborate with the Burwood RSL in achieving good urban design outcomes and enhanced public domain interface for their redevelopment site
- Ensure a high quality standard for new buildings and public domain
- Provide an improved public domain within Deane Street, ensuring a pedestrian-friendly street, solar access to street level and connectivity to surrounding areas
- Reimagine the public art / murals in this precinct with a view to reducing graffiti and establishing a unique place identity
- Investigate the potential for 'greening' of the railway corridor where it interfaces Deane Street, and opening up the under-utilised railway land in this precinct to greater public use.

Burwood/Concord Precinct – Parramatta Road Corridor

Direction: Cultivate character

Indicative location:



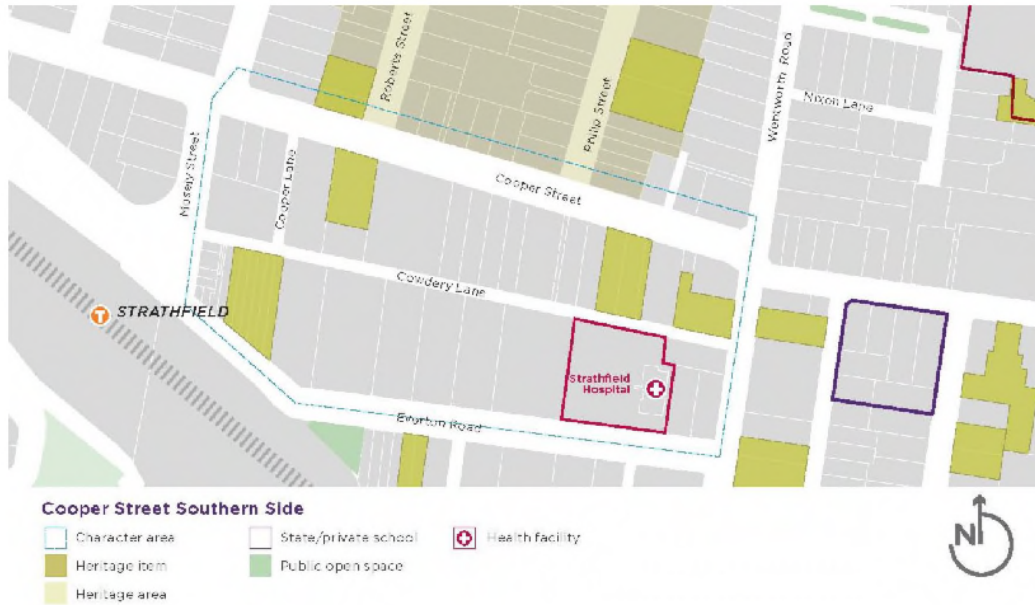
Aims (to be revised through further investigation):

- Progress work being undertaken on the Parramatta Road Corridor Urban Transformation Strategy
- Ensure a high quality standard for new buildings and public domain
- Improve connectivity and permeability through pedestrian links, high quality streets and commercial arcades
- Investigate the feasibility of providing a new green open space.

Cooper Street – Southern Side

Direction: Maintain, enhance and cultivate character

Indicative location:



Aims (to be revised through further investigation):

- Ensure a sensitive transition to the heritage conservation areas to the north of Cooper Street
- Conserve significant heritage buildings and integrate these into the new built fabric
- Provide generous setbacks that enable a green, leafy character in new developments
- Ensure a high quality standard for new buildings and public domain
- Ensure development does not jeopardise the operation and function of Strathfield Hospital.



Burleigh Street and Surrounds

Direction: Cultivate character

Indicative location:



Aims (to be revised through further investigation):

- Re-imagine Burleigh Street with a funky laneway vibe
- Tell the story of the street by building on the Annual Greek Street Fair, multitude of heritage buildings and association with the Young family of AC/DC and Easybeats fame
- Complete the pedestrian link from Burwood Road to Burleigh Street
- Conserve significant heritage buildings and integrate these into the new built fabric including protection from solar access and amenity impacts
- Investigate the redevelopment of the Elizabeth Street car park in a manner which maintains existing car parking (potentially underground), provides an income-generating use and contributes to the vibrancy of the precinct
- Investigate the feasibility of converting the Westpac site to an urban plaza.



Henley Park and Surrounds

Direction: Enhance and cultivate character

Indicative location:



Aims (to be revised through further investigation):

- Investigate potential for low scale, diverse housing in land surrounding Henley Park in the Enfield and Croydon Park suburbs, noting that the area is not suitable for high density development given the lack of rapid transport public transport services in this part of the LGA
- Enhance the capacity of Henley Park to meet the passive and active recreation needs of the surrounding community
- Ensure any future development of the Flower Power and Vision Australia sites provide density done well
- Support the upgrade of the Enfield Aquatic Centre.

Hornsey Street Historic Precinct

Direction: Maintain and enhance character

Indicative location:



Aims (to be revised through further investigation):

- Conserve significant heritage buildings and integrate these into the new built fabric
- Ensure a sensitive transition to the heritage items in the precinct
- Encourage infill development of 3-4 storey scale within the historic precinct designation
- Encourage new development to adopt a townhouse style view of the location's fine-grain quality and the scale of the existing heritage items.

(ITEM 55/19) DRAFT COMMUNITY PARTICIPATION PLAN - ENDORSEMENT FOR PUBLIC EXHIBITION

File No: 19/23813

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

The *Environmental Planning and Assessment Act 1979* (the Act) has been amended to include a requirement for all public authorities that have planning functions under the Act, including councils, to develop the Community Participation Plan (CPP). A draft CPP has been prepared that sets out how delegated Council Officers will undertake community participation when exercising planning duties.

Operational Plan Objective

1.1.4 Facilities that encourage community participation and promote a healthy and harmonious lifestyle

1.2.3 Communication and community engagement through innovative solutions

Background

The amended Act places an emphasis on community participation in land use planning and the CPP will support this. The NSW State Government requires the CPP to be finalised and published on the ePlanning portal by 1 December 2019.

Proposal

A draft CPP has been prepared and is included in **Attachment 1**. The draft CPP does the following:

- Details how Council will undertake community participation when exercising the relevant planning functions
- Identifies community participation principles and Council actions
- Sets out the minimum public exhibition timeframes and notification requirements for various planning matters.

Consultation

The preparation of the draft CPP has been informed by:

- The *Burwood Development Control Plan (BDCP)* as amended, in particular chapter 7; Development Process Matters
- The Burwood Community Engagement Strategy, prepared by Council's Corporate Planning & Communications Team under the *Local Government Act 1993*
- Frequently Asked Questions on CPPs, as put forward by the Department of Planning, Industry and Environment (DPIE)
- The DPIE's exhibited draft CPP

The draft CPP is required to be publically exhibited for at least 28 days, in accordance with Schedule 1 of the Act.

Planning or Policy Implications

The NSW State Government mandates that all Councils must have a CPP in place by 1 December 2019. This timeframe is similar to that for the Local Strategic Planning Statement (LSPS).

Delegated Council Officers will undertake community participation in accordance with the CPP when exercising planning duties, after the draft CPP is adopted by Council and comes into effect.

It is expected that the BDCP will be reviewed in due course, as part of the LSPS and the *Burwood Local Environmental Plan 2012* (BLEP) review program. Any provisions concerning community participation will then be removed from the revised BDCP.

Financial Implications

There are no financial implications.

Conclusion

Endorsement by Council is sought to publicly exhibit the draft CPP.

Recommendation(s)

1. That Council endorse the draft Community Participation Plan for public exhibition in accordance with the planning legislation for a period of 28 days.
2. That Council authorises the Acting General Manager to make minor editorial changes to the draft Community Participation Plan prior to public exhibition.
3. That a further report be tabled to Council advising of the exhibition outcomes and making recommendations on the finalisation and adoption of the draft Community Participation Plan.

Attachments

- 1 Draft Community Participation Plan



Burwood Council

heritage ▪ progress ▪ pride

COMMUNITY PARTICIPATION PLAN

PO Box 240, BURWOOD NSW 1805
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Phone: 9911-9911 - Fax: 9911-9900
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Public Document
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1. Introduction

Community participation provides people with the opportunity to have a say and be involved in Council decisions and actions. Participation delivers better planning results for the community.

Council, as a planning authority, undertakes a range of planning functions under the *Environmental Planning and Assessment Act 1979* (EP&A Act). A planning authority is required under the Act to prepare a Community Participation Plan (CPP) when exercising the planning functions.

2. What is Council’s Community Participation Plan?

Council’s CPP is a document that sets out all of Council’s community participation requirements under the EP&A Act. The CPP also establishes the community participation principles which Council will follow when undertaking the community participation.

3. What planning matters does the Community Participation Plan apply to?

Council generally has two major planning functions: policy making and assessment. Each function covers a number of planning matters, which the CPP applies to.

Policy making	<p>A planning policy sets the strategic direction or guidance for development in the Burwood Local Government Area (LGA) and includes the preparation of a:</p> <ul style="list-style-type: none"> ▪ Local Strategic Planning Statement (LSPS) ▪ LSPS background studies, e.g. Local Housing Strategy, Local Employment and Investment Strategy, Urban Design Study and Masterplan ▪ Local Environmental Plan ▪ Planning Proposal initiated by Council ▪ Development Control Plan ▪ Local Infrastructure Contribution Plan
Assessment	<p>Delegated Council officers assess and make planning decisions on a range of development proposals, including:</p> <ul style="list-style-type: none"> ▪ Development Applications (DAs) and any modification of a DA ▪ Planning Proposals (PPs) ▪ Reconsideration of a DA or PP

For non-planning matters, refer to Council’s Community Engagement Strategy prepared under the *Local Government Act 1993*.

4. Who does this Community Participation Plan apply to?

The CPP applies to the Council, and is to be administered by delegated Council officers.

The CPP does not apply to other planning authorities, such as the NSW Department of Planning, Industry and Environment (DPIE), the Greater Sydney Commission, the Sydney Eastern City Planning Panel (SECPP) or the Burwood Local Planning Panel (BLPP).

Note:

At the time of writing this CPP, the DPIE has advised that it is considering whether a regulation should be made to remove the obligation for local and regional panels to prepare a CPP, and that if this occurs, Council’s CPP will apply to the SECPP and the BLPP.

5. Community participation principles and Council actions

The table below lists the community participation principles having regard to Section 2.23(2) of the EP&A Act and Council actions in implementing the principles.

Table 1: Community participation principles and Council actions

Principles	Actions
Community participation is open and inclusive	<ul style="list-style-type: none"> ▪ State in public notices and notification letters that comments are invited, which does not expressively prohibit anyone from participating
Community participation is easy	<ul style="list-style-type: none"> ▪ Provide planning information in plain language. If necessary, accompany the information with a plain English explanation for easier understanding
Community participation is relevant	<ul style="list-style-type: none"> ▪ Tailor community participation activities to match the context, scale and nature of the planning matter, its likely impacts and level of community interest ▪ Adjust activities if necessary in response to community input
Community participation is timely	<ul style="list-style-type: none"> ▪ Start community participation as early as possible, and allow for an appropriate period ▪ Allow reasonable time for the community to provide input
Community participation is meaningful	<ul style="list-style-type: none"> ▪ Address all written submissions received in the report to Council on the matter ▪ Advise people in writing of the outcomes of consideration of their submissions ▪ Comply with any statutory obligations ▪ Protect privacy and respect confidentiality

6. How will Council invite the community to participate?

Council will invite the community to participate through public exhibition and will generally advise the community of a public exhibition by one or more of the following methods:

- Sending a notification letter to property owners and maybe non-owner occupiers
- Conducting a letter box drop or mail out
- Providing a public notice in a local newspaper

The notification letter, letter box drop and the public notice will:

- Describe the planning matter
- Provide information on how people can inspect the documents or find out more information
- Advise how people can make comments, if comments are invited
- Specify the period in which the matter is available for inspection and comments

7. Who will receive a notification for public exhibition letter?

The property owners (and non-owner occupiers for DA matters), who in Council’s view may have an interest due to proximity, or are more likely to be affected by the relevant planning matter, will receive a notification letter from Council.

The extent of notification depends on the nature and scale of the planning matter.

Notification of property owners and occupiers for DA matters

DA notifications will generally be in accordance with the following diagrams in so far as the diagrams represent a typical land pattern and also at the discretion of delegated Council officers.

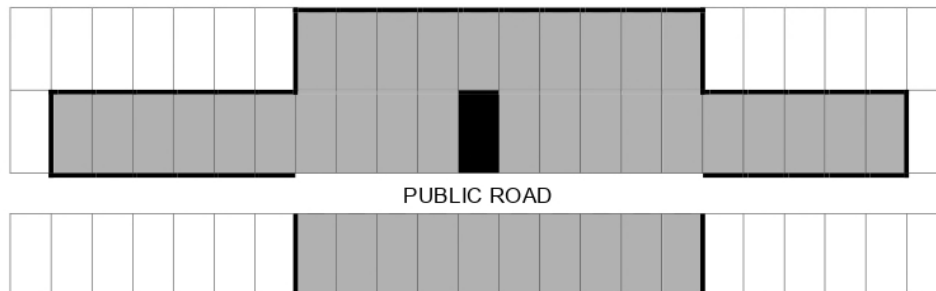
All DAs (other than those specifically listed below)

Notification of 20 properties, comprising five at rear, on each side and opposite.



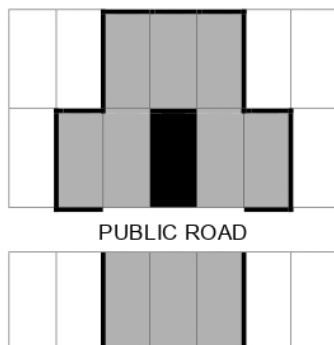
Major DAs of commercial, non-residential, residential, or mixed use developments

Notification of 40 properties, comprising 10 at rear, on each side and opposite.



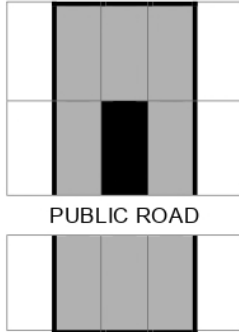
DAs for new two storey houses and first floor additions (including demolition)

Notification of two properties each side, three to the front and to the rear.



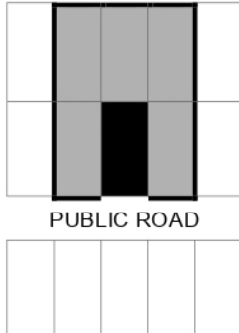
DAs for new single storey houses

Notification of each adjoining property plus three opposite.



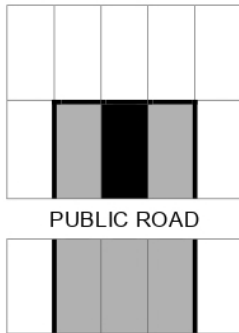
DAs for ground floor alterations and additions

Notification of each adjoining property.



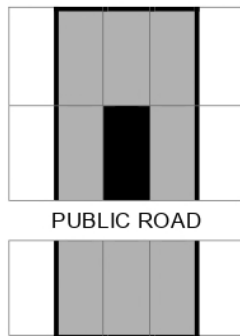
DAs for carports forward of the building line and front fences

Notification of adjoining property on each side plus three opposite.



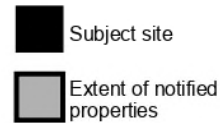
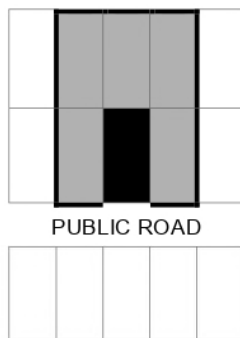
DAs for carports at the side of a building

Notification of each adjoining property plus three opposite.



DAs for swimming pools, garages, rear carports and outbuildings

Notification of each adjoining property.



Notification of property owners for PPs, policies or plans

For site specific PPs, notification letters will generally be sent to the owners of a small number of properties on each side, to the front and to the rear, at the discretion of Council.

For PPs, policies or plans that are not site specific, a notice for public exhibition will be placed in a local newspaper.

Preparation of draft policy documents, such as the LSPS and associated background studies, will also involve face to face consultations, e.g. focus groups. Council may utilise an interpreter service to assist community members with translations.

8. How can the community participate in a planning matter?

The community can participate by:

- Inspecting the information or documents on a subject matter in Council's Customer Service Centre, Burwood Library and Community Hub (if so advised) and/or on Council's website
- Attending a focus group or public hearing (if so advised)
- Making a submission in writing, which can be posted, faxed, or emailed to Council
- Answering a survey which may be sent by Council

- Speaking to the elected Council at the open forum of a Council meeting, or when the subject matter is up for deliberation during the Council meeting (prior registration is required)

9. Timeframes for community participation

Section 2.21(2) of the EP&A Act details the types of planning matters that must be considered in the CPP and Schedule 1 of the Act sets a mandatory minimum public exhibition timeframe for most of these planning matters. Council will generally exhibit a planning matter for this mandatory minimum timeframe, which may be extended depending on the scale of the matter and Council's practice on similar matters in the past.

Table 2: Minimum public exhibition periods for policies or plans

Draft Community Participation Plan	28 days
Draft Local Strategic Planning Statement	28 days
Planning Proposal	28 days or as specified in the gateway determination, which takes precedence
Draft Development Control Plan	28 days
Draft Local Infrastructure Contribution Plan	28 days

Table 3: Minimum public exhibition periods for DAs and other matters

DAs (other than for complying development certificate, designated development, State significant development or integrated development)	<ul style="list-style-type: none"> ▪ 10 days for all DAs other than those listed below ▪ 14 days for DAs for residential flat/apartment developments, hospitals, boarding houses, churches or the like ▪ 21 days for DAs for major commercial, non-residential, residential, mixed use developments or the like ▪ No public exhibition is required for DAs deemed of low impact, e.g. DAs for certain change of use
Modification of a DA that has previously been notified but yet undetermined	If required, same period as the original DA
Modification of a DA which has received a development consent	If required, same period as the original DA
Environmental impact statement	28 days
Planning agreement	28 days
Re-exhibition of any plan, DA or matter referred to in Tables 2 and 3	As determined by the elected Council or delegated Council officers

Table 4: Non-mandatory notification and public exhibition

Sending notification letters regarding a panel meeting or a Council meeting	<ul style="list-style-type: none"> ▪ Such letters can be sent out as soon as the date of the meeting is confirmed and should be at least a week ahead of the meeting ▪ The report on the relevant matter which will be deliberated at a meeting will be made available on Council's website from the Friday before the week of the meeting
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Note:

- Council is not required to make available for public inspection a planning matter whose publication would, in the opinion of Council, be contrary to the public interest, or because of its confidential nature or for any other reason.
- Timeframes are in calendar days and include weekends and public holidays.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

10. Glossary

Planning term	Definition
Community	Includes any members of the public, individuals, community groups and peak bodies representing a range of interests.
Community participation	Refers to processes through which communities are involved and provide input in issues which affect them.
Local Infrastructure Contribution Plan	A plan developed by Council seeking financial contributions from new development towards the cost of provision, extension or augmentation of local public amenities and/or services.
Development Control Plan	A plan developed by Council providing more detailed planning and design guidelines to support planning controls in a LEP.
Gateway determination	A decision (which may contain conditions) issued by the DPIE following an assessment of a Planning Proposal to amend or create a LEP.
Local Environmental Plan (LEP)	An environmental planning instrument developed by Council setting the planning framework for the LGA.
Planning agreement	An agreement entered into by a planning authority, such as Council, and a developer. Under the agreement a developer agrees to provide a contribution that is used for or applied towards a public purpose.
Public exhibition	Means a land use planning matter is on display at Council's Customer Service Centre, the Burwood Library and Community Hub (if so advised) and on Council's website, for viewing and comment by the public during a specified period of time. It may include some or all of the following: <ul style="list-style-type: none"> - Giving notice to individual land owners / non-owner occupiers - Determining an appropriate exhibition timeframe - Advertising the exhibition notice, including how submissions can be made - Making documents publicly available

Review

This CPP will be reviewed no later than every four years.

Contact

Group Manager - Strategic Planning, Heritage and Place Planning on 9911 9911.

(ITEM 56/19) EASY TO DO BUSINESS PROGRAM

File No: 19/13983

REPORT BY ACTING DEPUTY GENERAL MANAGER, CORPORATE GOVERNANCE & COMMUNITY

Summary

The purpose of this report is to provide background information and seek support to enter into a non-financial contract with Service NSW to deliver the 'Easy to do Business' (EtdB) program.

Operational Plan Objective

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

2.2.2 Develop strategic partnerships that will benefit the area and the community

2.2.2.1 Maintain and establish relationships with State and Federal agencies, service providers and not for profits

Background

The NSW Government has introduced an online service making it easier for people starting a new business. 'Easy to do Business' is a free service offered across a range of industries that gives personalised help and support when starting or expanding a small business.

It is an online, one-stop-shop for Service NSW's business customers, streamlining the way businesses transact with all levels of government to obtain the information, approvals and licenses they need, cutting time and money.

Relevant to the Burwood LGA, the initiative is aimed at helping cafes, restaurants and small bars, housing construction, clothing retail and small print businesses.

The offering includes a Business Concierge service which means one point of contact and provides business owners with free personalised support tailored to their individual situation; online how-to guides to help current and prospective business owners. Examples of services include:

- Sense-checking applications, including licenses and permits for small business to make sure they are high quality and decision-ready before being submitted with councils and agencies
- Help with registering a business
- Introduction to existing specialist support and advisory networks
- Guidance on what they will need to start their business

This service will help businesses navigate Local, State and Federal Governments to access the information, transactions and services that they need - tackling the time, complexity and administrative burden faced by small business owners.

The benefits for Burwood's new businesses will be in efficiency and effectiveness gains. Previously people wanting to start up and run a café, restaurant or small bar would have to deal with up to 13 agencies, 75 regulations, 30 phone numbers and 48 forms, and wait up to 18 months. Now they may be able to open a café, restaurant or small bar in 90 days or less by filling in one online form or making one phone call. The service will also help to improve the quality of the business submissions.

Discussion

Council joined the Small Business Friendly Councils (SBFC) program in 2014 which aimed at

improving the overall business climate for small businesses in the local area and raise awareness of the difference Local Government can make by better engaging with small business.

An integral part of the SBFC initiative is now the 'Easy to do Business' (EtdB) program developed by the Small Business Commissioner and Services NSW.

Over 80% Councils in NSW have signed up to the EtdB program, with over 1,500 customers assisted.

The EtdB program provides Councils and its existing and potential local businesses with a digital platform and state wide policy solutions that make it easier for small businesses to start up and grow. A local business person who wishes to start up a café, restaurant or small bar can benefit from Council being involved in EtdB by receiving:

- a unique digital profile that can help fast track the approval process across Local, State and Federal governments
- step by step guidance through the application process by Service NSW
- support from a dedicated Business Concierge within Service NSW who can answer questions, liaise with Council, and review applications to ensure they are 'lodgement ready'
- know upfront the time, fees and effort involved.

Benefits to Council

Endorsing this initiative will result in benefits to Council such as:

- efficiencies for Council's Customer Service Team freeing up time spent fielding questions that may not be relevant to Council and seeking appropriate responses
- efficiencies for Customer Service to be able to provide quick solutions by referring people to the 'Easy to do Business' program when appropriate
- improved quality of submissions lodged with Council that will be decision-ready, saving time in having to go back to the customer for more information, updates or changes.

Benefits to the Community

Focussing on initiatives for businesses such as hospitality and clothing retail supports economic growth which in turn enhances the vibrancy and lifestyle of the community and attracts visitors to the area.

Council engaging in the initiative can be seen as a benefit to the current and potential business community. By supporting and actively promoting the initiative through all of Council's communication channels and customer service contact points, the community will be able to take advantage of what the service has to offer to gain critical knowledge and develop higher quality submissions. This will help reduce time-consuming, ongoing interactions with Council and other agencies and provide them with a more streamlined service. The community can be assured that Council is committed in supporting local small businesses.

Planning or Policy Implications

No Planning or Policy implications.

Financial Implications

This is a free initiative for both Burwood Council and customers using this service. There is no financial commitment required from Council.

Conclusion

Council's endorsement is now sought to enter into a contract with Service NSW for the *Easy to do Business* (EtdB) Program.

The EtdB initiative will simplify the process for locals who wish to set up cafés, restaurants or small bars, or tradesman within the Housing and Construction Industry. A single point of contact within Service NSW will help navigate all the required approvals to operate a business, such as registering the business, obtaining an ABN and the required Council approvals.

Council will implement the EtdB program by referring customers who wish to start up a business to the Business Concierge at Service NSW.

Council will also promote the EtdB initiative to the business community via various Council channels, including the Mayoral Column, website, and social media platforms.

Recommendation(s)

1. That Council delegates authority to the Acting General Manager to enter into a contract with Service NSW for the Easy to do Business initiative.
2. That Council authorise the Acting General Manager to execute any necessary documents under his Power of Attorney.

Attachments

There are no attachments for this report.

(ITEM 57/19) ADOPTION - REVISED RUBBISH SKIPS POLICY

File No: 19/8639

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

A review has been conducted of the Rubbish Skips Policy and the review has highlighted that the policy is working to the satisfaction of council staff and the community. No major changes have been made to the policy excluding minor amendments relating to name changes as highlighted in the below table. The policy relates to a business conducting an activity on the roadway with approval involving the placement of rubbish skips bins.

Operational Plan Objective

4.1.4 Enhance Road and Pedestrian Safety

5.2.1 Stimulate Promote local businesses and services to the community

Background

Rubbish Skips Policy has been in operation for more than ten years. In this time, the policy has been working to the satisfaction of Council staff and the community with no known issues being identified that require amendment to the policy content.

Proposal

As the policy does not require any changes to the provisions except minor name changes, the policy will not affect any businesses currently operating the activity. The adoption of policy for a further four years will not affect any party or prevent or hinder the operation of any business with a current licence agreement.

Name changes from the current policy to the draft policy are highlighted below:

Current Policy	Revised Policy
\$10 Million (Public Liability value)	\$20 Million (Public Liability value) pages 3 & 5
State Debt Recovery Office	Revenue NSW page 4
Compliance & Enforcement Corporate Practice	Compliance & Enforcement Policy page 6
Senior Manager Compliance	Group Manager Compliance page 6
Roads & Traffic Authority	Roads & Maritime Services page 7
Park & Recreation Co-ordinator	Manager Parks page 7
Senior Manager Compliance - Ownership	Manager Traffic & Transport - Ownership

Consultation

Internal council officers and the Compliance Review Committee have been consulted and no changes were proposed. As the policy does not affect the current business operations or alter any provisions relating to conducting the activities, no public consultation has been conducted.

Planning or Policy Implications

No Planning or Policy implications

Financial Implications

No Financial implications

Options

No Options

Conclusion

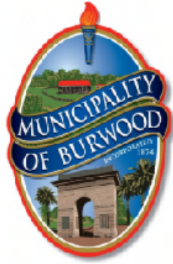
Once Council adopts the policy for operation for a further four years, the policy will be circulated to relevant council staff and placed on Council's webpage. As proposed changes relate to minor name changes only, the draft policy will not affect current businesses operating these activities.

Recommendation(s)

That Council adopts the revised Rubbish Skips Policy.

Attachments

1 Draft Rubbish Skips Policy



Burwood Council

heritage ▪ progress ▪ pride

RUBBISH SKIPS POLICY

Suite 1, Level 2, 1-17 Elsie Street, BURWOOD NSW 2134
PO Box 240, BURWOOD NSW 1805
Phone: 9911-9911 - Fax: 9911-9900
Email: council@burwood.nsw.gov.au
Website: www.burwood.nsw.gov.au

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Purpose

The policy details the responsibilities of skip company operators (licensees) for the management of temporary skip bins placed on the roadway (excluding the footpath/nature strip) for building waste.

In other instances, building materials may be permitted to be stored on the roadway on approval of an application and payment of fees (refer Work Zone Policy).

Scope

This policy is applicable to Council and Rubbish Skip Companies who provide skip bins in the Burwood Local Government Area.

Liaison and Compliance Protocol

Licence Criteria

Council is responsible to the community for the management of the roadway.

Council seeks to encourage a professional partnership approach in its liaison with rubbish skip suppliers and users. Council wishes to support such activities subject to compliance with the public interest principles documented in this plan.

Skip suppliers must be licensed by Burwood Council to provide skips for use in Burwood LGA. Requirements include:

- Providing confirmation of a current public liability insurance policy in the amount of \$20 million against any action that may arise as a result of the use of the roadway.
- Lodging a one-off damage deposit as per the approved schedule of fees for the relevant financial period.
- Paying an annual fee as per the approved schedule of fees in the relevant financial period.

The use of Skip Bins on roadways may require compliance with other Council Policy and/or legislation.

Applications and Fees

All skips to be placed on a roadway must be approved by Council and complete all tasks as outlined in the License. Council's Fee & Charges highlight the costs for the activity.

Protocols on non-compliance actions

The following are general guidelines for non compliance. Council has discretion to vary these protocols depending on the individual circumstances, the nature or extent of non-compliance or prior non compliance.

Non-compliance protocols are aimed at achieving responsible and amicable solutions to license breaches and/or unauthorised skips.

Infringement notices will include penalty fines not less than \$220, or the approved infringement fine scheduled by Revenue NSW at the time of the offence.

Breaches of Conditions

Step 1 – Warning notice issued to Licensee (except if the thing is placed in a position posing an imminent danger to the public).

Step 2 - Infringement Notice served if failure to act after Notice to Comply.

Step 3 - Following Infringement Notice, license may be cancelled and/ or further action taken.

Operating without a Licence

Step 1 - Application form issued and warning notice issued (except if the thing is placed in a position posing an imminent danger to the public).

Step 2 - Infringement Notice served if failure to act after Notice to Comply.

Step 3 - Continued non compliance may then result in further action being taken.

Operating with an Expired Licence

Step 1 - Application form is issued to Skip Rubbish Company and warning notice issued (except if the thing is placed in a position posing an imminent danger to the public).

Step 2 - Infringement Notice served if failure to act after Notice to Comply.

Step 3 - Continued non compliance may then result in further action being taken.

Site Assessment Criteria

Preferred Location

Skips should be placed on private property and only placed on roadways (excluding footpath/verges) when there is insufficient space on private property.

Objective

Skips should be positioned safely without blocking access or visibility for pedestrians or cars.

Standards

Suitable locations are limited to streets with sufficient road space. Skips will not be permitted in laneways, on footpaths, or in streets where pedestrian or vehicular traffic will be obstructed. A Skip Zoning Map has been developed to provide direction and information to Rubbish Skip

Companies regarding the permitted size of skips allowed to operate within the Burwood Local Government Area. The size of a skip on a roadway area is determined by the width of the street ensuring no public inconvenience or obstruction (refer Appendix A, Skip Zoning Map).

Only skip supply companies approved by Council will be permitted to operate within Burwood Local Government Area (LGA).

Accessibility Corridors

Objective

Adequate clearances are to be maintained at all times and the skip should not compromise existing public road activities.

Standards

The skip shall not cover or impede access to public or private utility access, water hydrants and drainage pits or obstruct the view of advisory and regulatory signs and traffic controls.

The skip must be placed on the roadway obeying Australian Road Rules and not contrary to no stopping signs, transit lanes, clearways, bus zones, mail zones or any other similar areas.

Skips will only be approved for placement in areas shown as appropriate on the Skip Zoning Map within the Burwood LGA (see Appendix A, Skip Zoning Map). The Skip Zoning Map will determine prohibited areas and permitted areas for specific size skips.

Ongoing Management

General

The licensee must ensure that the site for placement of the skip is maintained and operated safely and that pedestrians have free access to the footpath.

The Licensee will be liable for any damages to Council's assets (kerbs, pits, gutter, footpath, road sheeting, signage poles and trees).

The licensee (or agent, e.g. lessor of the rubbish skip) shall maintain public liability insurance to the amount of \$20 million against any action that may arise as a result of the use of the roadway for the duration of the License.

The licensee shall have available a copy of the current license and allow inspection of it by an authorised Council Officer on request.

Skips will only be permitted on the roadway under the following conditions:

- Skips are not to be placed in metered or ticketed areas unless specific approval from Council is granted in writing.
- Skips must not be placed in time-restricted parking areas for more than 24 hours.

- Skips must not be placed for a period exceeding three days in unrestricted parking areas.
- If a skip is required for in excess of three days, a fee will be required to be paid which will compensate for the loss of space. For longer projects the alternative is to apply for a Work Zone Permit (refer Work Zone Policy).

Environment Protection Controls

The licensee is responsible for any environmental contamination resulting from the skip. Should contamination occur, the licensee is responsible, at their own cost, for returning the affected area to its condition prior to the contamination. If the licensee does not comply with this condition, Council may carry out the necessary work and the licensee will be required to reimburse Council for the cost of this work.

On expiry the licensee shall, at their own expense, remove the skip and ensure the area is returned to its original condition. Where there is evidence of damage, contact shall be made with Council to make arrangement for a mutual inspection in the first instance.

Skip bins shall be placed to ensure no damage results to branches, trunks or roots of a tree. Skip bins shall not be placed directly under the canopy of any trees. Loading and unloading of skip bins must not take place directly under the canopy of any trees.

Definitions

The term 'roadway' for this policy does not include footpath areas.

The term 'rubbish skips' for this policy refers to storage skips used for the temporary storage of building waste.

Related Information

Work Zone Policy
Compliance & Enforcement Policy

Review

Policy to be reviewed every four years

Contact

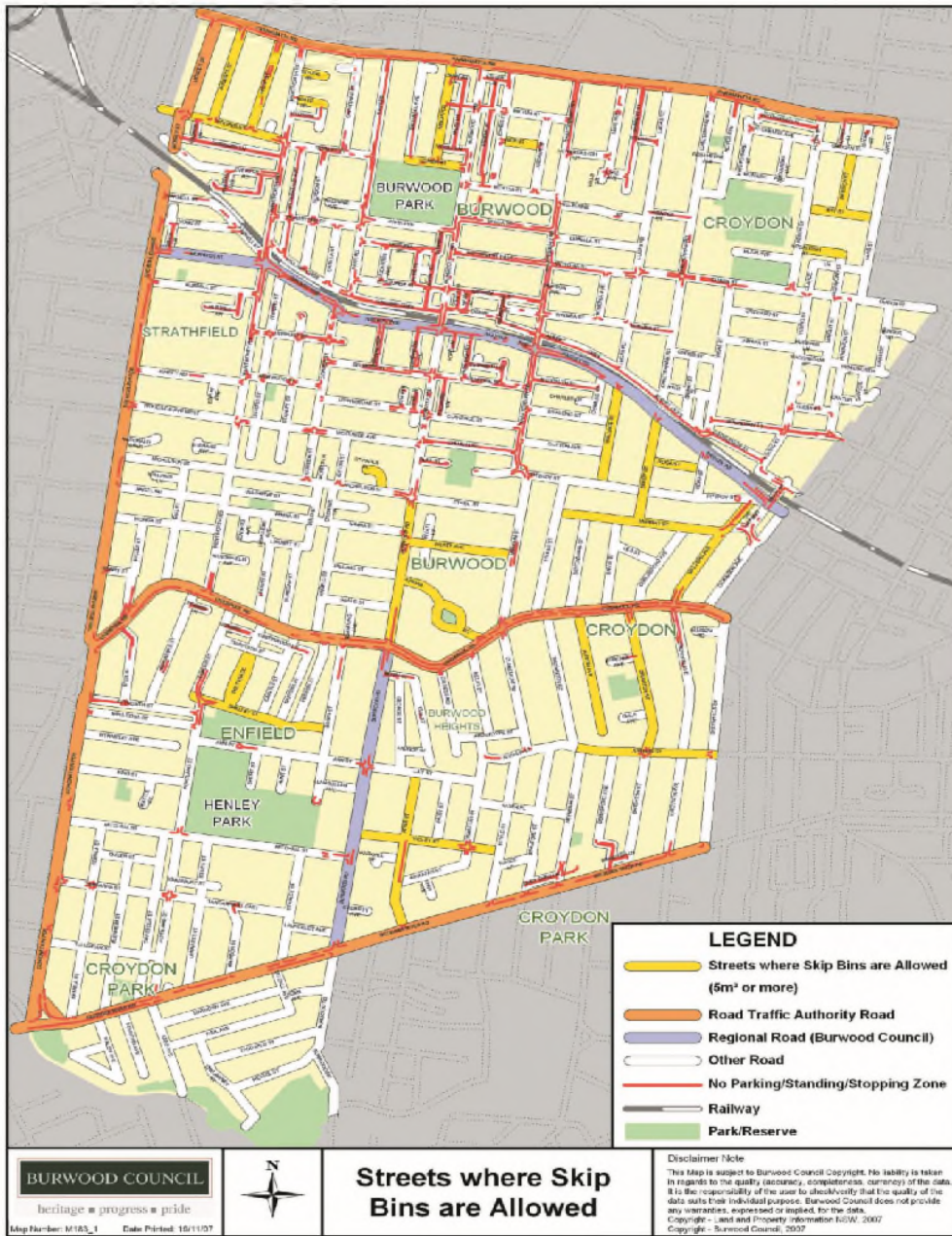
Manager Traffic & Transport – Traffic & Transport for management and approval of skip bins on roadway.
9911 9884

Group Manager Compliance – Compliance Team for regulation of the activity.
9911 9892

Appendix A

In certain instances there is a need for use of the roadway (excluding the footpath/nature strip) for temporary storage of building waste in storage skips. The policy is designed to ensure that the skip company operators (licensees) are responsible for the management of the skip bins whilst on the roadway. Burwood Council has developed a Skip Zoning Map to determine the locations that skip bins are permitted to stand and that are authorised by the Policy. Below is an explanation of the sites:

- All streets (marked white), excluding laneways and prohibited areas (marked red) are permitted to stand a skip up to 4 cubic meters.
- Streets marked yellow are permitted to stand a skip up to 8 cubic meters.
- All roads marked orange come under the care and control of Roads & Maritime Services (RMS) . Please obtain written approval prior to the standing of a skip from the RMS.
- Any proposal to stand a skip bin on a park or reserve must also obtain written approval from Burwood Council's Manager Parks.



(ITEM 58/19) ADOPTION - REVISED BURWOOD CITY SAFE PROGRAM - CODE OF PRACTICE

File No: 19/8691

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

This report seeks Council's adoption of the revised Burwood City Safe Program – Code of Practice for the Management of Closed Circuit Television (CCTV) in public domain areas in the Burwood Local Government Area (LGA).

Operational Plan Objective

1.3.1 Work with key partners and the community to minimize crime and enhance community safety

Background

The current Burwood City Safe Program – Code of Practice was adopted by Council on 23 March 2015 and is now due for review. The current Burwood City Safe Program – Code of Practice required some minor amendments relating to record storage timeframes, increase in the number of criminal offence categories, changes to camera location information and the inclusion of other camera systems.

Proposal

The revised Burwood City Safe Program – Code of Practice highlights the management of Closed Circuit Television (CCTV) systems in public domain areas. The document contains relevant offences highlighted by the Burwood Police Command through crime trends and statistics in the Burwood LGA. The use of the CCTV system and footage produced must be in accordance with the contents of this policy.

Proposed changes to the current policy are highlighted as follows:

Current Code of Practice	Revised Code of Practice
Nil	Inclusion of "other crime agencies " page 3 in Scope
365 days on page 5 in Principle (retention period for storage of footage)	Inclusion of "current State Records Act Legislation as determined by the Records Coordinator" on page 5 in Principle
Nil	Inclusion of offence categories "Fraud, Stalk/Intimidate/Harass, offensive conduct/behaviour and breach of domestic violence orders" page 5 in Application of Principles 1, 2 and 3
Camera locations – Burwood Park (3), Burwood Road (6), Woodstock Community Centre (5), Enfield Aquatic Centre (6)	Changes to Burwood Park(4), Burwood Road (5), Woodstock Community Centre (9), Enfield Aquatic Centre (14) and Burwood Library (18) on page 11 in camera locations
Nil	Inclusion of "other camera devices used for local law enforcement purposes such as vehicle and body cameras and remote piloted aircraft systems may capture criminal activity as defined in the Code of Practice during the course of operation. Such footage obtained will be preserved in accordance with the evidence handling procedures" page 11 in Camera

Current Code of Practice	Revised Code of Practice
	Locations
Senior Manager Compliance	Group Manager Compliance

Consultation

All internal and external stakeholders including the Burwood Police Command have been consulted and feedback incorporated in the revised Burwood City Safe Program – Code of Practice.

Planning or Policy Implications

There is a requirement that Council has such policy for the operation of CCTV cameras in public domain areas. The draft policy is in line with the Government Department provisions.

Financial Implications

No Financial implications

Options

No Options

Conclusion

The adoption of the revised Code of Practice will ensure that Council complies with legislative provisions with the operation of CCTV cameras in public domain areas.

Recommendation(s)

That Council adopt the revised Burwood City Safe Program - Code of Practice.

Attachments

1 Draft Burwood City Safe Program - Code of Practice



Burwood Council

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CITY SAFE PROGRAM – CODE OF PRACTICE

PO Box 240, BURWOOD NSW 1805
Suite 1, Level 2, 1-17 Elsie Street, BURWOOD NSW 2134
Phone: 9911-9911 Fax: 9911-9900
Email: council@burwood.nsw.gov.au
Website: www.burwood.nsw.gov.au

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Purpose

To provide a framework for the use of Closed Circuit Television Cameras (CCTV) in the Burwood Local Government Area (LGA) including the capturing, use and storage of the CCTV data in line with privacy legislation.

The objectives of the City Safe Program are to:

- reduce crime levels by deterring potential offenders
- reduce fear of crime
- help ensure a fast, effective police response in emergency situations
- assist in the detection and prosecution of offenders
- help secure a safer environment for those people who live in, work in and visit the Burwood Local Government Area

Scope

Council Officers involved in the operation of the City Safe Control Room and management of the City Safe Program.

The Code of Practice also relates to partnerships with external organisations such as Police and other crime agencies.

Legislative Provisions

Council has a responsibility to ensure that all footage captured in accordance within the scope of relevant legislative provisions.

The main Acts and Regulations relating to the use of CCTV footage including the following:

- *Privacy and Personal Information Protection Act 1998*
- *Workplace Surveillance Act 2005*

Key Principles

This Code of Practice contains the basic standards in accordance with which the City Safe Program will be operated.

The Code of Practice is based on 15 key principles. In each section the key principle is stated, followed by further explanatory information.

The key principles are as follows:

Principle 1

The City Safe Program will be operated fairly within applicable law and only for the purposes for which it is established, or which are subsequently agreed to in accordance with this Code of Practice.

Principle 2

The City Safe Program will be operated with due regard to the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.

Principle 3

The public interest in the operation of the City Safe Program will be recognised by ensuring the security and integrity of operational procedures.

Principle 4

Burwood Council has primary responsibility for compliance with the purposes and objectives of the City Safe Program for the maintenance, management and security of the Program, and the protection of the interests of the public in relation to the Program.

Principle 5

As a partner to Burwood Council's City Safe Program, the NSW Police Force will act in accordance with the Code of Practice.

Principle 6

Burwood Council will be accountable to the public for the effective operation and management of the City Safe Program.

Principle 7

The public will be provided with clear and easily accessible information in relation to the operation of the City Safe Program.

Principle 8

Regular monitoring and evaluation of the City Safe Program will be undertaken to identify whether the purposes of the Program are being complied with and objectives are being achieved.

Principle 9

Officer employed to work in the City Safe Control Room, whether they be operators or managers, will meet the highest standards of probity.

Principle 10

Access to the City Safe Control Room will be restricted to qualified operating Officers and their managers and the Control Room will be protected from unauthorised access.

Principle 11

Information recorded will be accurate, relevant and not exceed that necessary to fulfil the purposes of the City Safe Program.

Principle 12

Information will be obtained fairly and in accordance with the privacy provisions of the Code of Practice.

Principle 13

The retention of, and access to tapes, photographs and recorded material will be only for the purposes provided by this Code of Practice. Tapes, photographs and recorded material will be

retained for the period specific in the State Record Act legislation as determined by the Record Coordinator. They will then be erased, taped over, or destroyed.

Principle 14

Contact related to the City Safe Program between Burwood Council Officers and the Police, will be conducted strictly in accordance with the Code of Practice.

Principle 15

The City Safe Program will address the interests of all who may be affected by it, and not be confined to the interests of Burwood Council or the needs of the criminal justice system.

Application of Key Principles

The Application of Principles 1, 2 and 3

The primary purpose of the City Safe Program is to assist in the prevention of crimes against the person, particularly the following:

- Fraud
- Stalk/Intimidate/Harass
- Offensive conduct/behaviour
- Breach of apprehended violence orders
- armed robbery
- robbery with wounding
- robbery in company of others
- extortion
- assault
- act of terrorism
- assault occasioning grievous bodily harm
- assault occasioning actual bodily harm
- sexual assault
- aggravated sexual assault
- steal motor vehicle
- steal from motor vehicle
- break and enter
- firearm offences
- dealing, trafficking in drugs

The secondary purpose of the City Safe Program is to assist in the prevention of other offences, including, but not limiting, to the following:

- other steal
- malicious damage to property
- receiving stolen goods
- Anti Social behaviour
- Minor offences involving rubbish dumping and graffiti

It is anticipated that the City Safe Program may also be of some benefit in the management of events, such as the Burwood Festival. The temporary use of the City Safe Program for such purposes, including the use of temporary cameras must be approved in accordance with Section 3 of this Code of Practice.

Temporary cameras may only be installed for special events or special operations.

Burwood Council City Safe Program - Code of Practice

The City Safe Program will only be used to identify crimes occurring within the area covered by the Program.

The City Safe Program may be used for intelligence gathering on individual and locations, in relation to offences within the scope of the program.

The City Safe Program may be used for NSW Police Special Operations, targeting offences covered under the Code of Practice.

The application of Principle 4**The responsibilities of the owner of the program**

Burwood Council will be responsible for the introduction and implementation of the Code of Practice and for ensuring compliance with the principles contained within the Code.

Burwood Council is the owner of the City Safe Program and retains ownership of and has copyright over all equipment, videos, photographs and documentation pertaining to the Program.

Burwood Council will comply with the requirements for accountability set out in this Code of Practice.

Burwood Council will consult and provide information to the public about the operation of the City Safe Program and about any proposed changes to the Program.

The application of Principle 5**The responsibilities of partner to the program**

All incidents that may involve or lead to a crime as defined in Principles 1, 2 and 3 against the person or threat to public or other offences, will be reported to Burwood Police. The Police will assess the situation and determine an appropriate response to the incident.

It is the responsibility of the New South Wales (NSW) Police Force to respond to incidents identified on monitoring screens to the extent that its resources and priorities allow.

Burwood Police will work collectively with Burwood Council in ensuring that principles of the Code are achieved.

The application of Principle 6**Accountability of the Code**

Burwood Council will establish and provide support to the Internal Ombudsman. The functions of the Internal Ombudsman will be to:

- provide an independent and continuous review and checking mechanism for the City Safe Program
- identify and report on any deviations from the Code of Practice, Protocols or Procedures that come to notice during audit
- recommend action that will safeguard the Program from abuse

The Internal Ombudsman will undertake an audit of the City Safe Program, the operations and Code of Practice. The audit will include examination of Control Room records, tape history and the content of recorded tapes.

The Internal Ombudsman will produce a report every two years on the operation and functioning of the City Safe Program. The report will be presented to the General Manager.

The General Manager has an unfettered right to the inspection of all facilities associated with the external CCTV monitoring, including files and registers, but not including viewing of the recorded footage unless accompanied by the Auditor. All access shall be recorded in the register, including the identity of accompanying persons.

The application of Principle 7

Public Information

Clearly visible signs that CCTV cameras are operating will be displayed at the perimeter of the area covered by the system and at other key points. These signs will:

- a. inform the public that cameras are in operation
- b. allow people entering the area to make a reasonable approximation of the area covered by the system
- c. identify Burwood Council as the owner of the system and give a telephone number and address should further information be required

The Code of Practice will be displayed on Council's webpage, or alternatively, a copy will be provided to the public upon request.

Enquiries in relation to the Burwood Council's City Safe Program and its operation, can be made in writing to:

The General Manager
Burwood Council
PO Box 240
BURWOOD NSW 1804
or Phone 02 9911 9911

The Application of Principle 8

Assessment of the System and Code

In consultation with the NSW Police Service, Burwood Council will continuously monitor the operation of the City Safe Program and implementation of the Code of Practice.

Burwood Council is responsible for ensuring that the City Safe Program is regularly subject to evaluation to identify whether its purposes are being complied with and whether objectives are being achieved.

Evaluation of the City Safe Program will include as a minimum:

- a. assessment of its impact upon crime
- b. assessment of its impact on neighbouring areas
- c. the views of the public on the operation of the Program
- d. operation of the Code of Practice and Procedure
- e. whether the purposes for which the Program was established still exist

The results of evaluation will be taken into account in the future functioning, management and operation of the Program.

The Application of Principle 9 and 10

Management of the Control Room

A set of procedures will be developed for Control Room Officer.

Burwood Council will adopt:

- a. effective and fair systems of recruitment and selection of the Officer which includes measures to ensure that the selection process provides for thorough validation of the suitability of candidates and regular review of the suitability of employed Officer
- b. a requirement that the Officer must be licensed, qualified at a suitable level on appointment and be capable of meeting in-service training requirements
- c. a procedure which makes plain to the Officer that they risk disciplinary proceedings (including dismissal) if they breach any of the provisions of the Code of Practice or Procedures and Council's Code of Conduct
- d. a requirement of confidentiality which can be enforced during and after termination of employment
- e. systems of monitoring and supervision that ensure compliance with the Code of Practice, Protocols and Procedures

Procedures will be put in place to ensure that access to the Control Room is restricted to the operating Officer and their manager and that the Control Room is protected from unauthorised access.

The circumstances in which police or other visitors are able to access the Control Room will be carefully controlled and outlined in the Procedures.

Access to the operation of equipment will be limited to the Burwood Council Officer with that responsibility, and NSW Police with the appropriate training in CCTV Operations and Code of Practice, and the Procedure.

A register must be kept detailing all instances of access to the Control Room, CCTV facilities and associated property.

The Application of Principle 11 and 12

Control and Operation of Cameras

The locations of cameras will be clearly apparent to the public.

All use of cameras will accord with the purposes of the City Safe Program as outlined in the Code of Practice.

Cameras will not be used to look into adjacent or nearby premises or buildings, unless it is explicitly for the purpose of following (in real time) participants in a crime, which originated in the public domain. Any misuse is to be treated as a breach of this Code and subject to disciplinary action.

No sound will be recorded in public places and no 'dummy' cameras will be used.

Operators of camera equipment will act in accordance with the highest standards of probity.

Only the Control Room Officer with responsibility for using the equipment will have access to operating controls.

All Control Room Officers will be made aware that recordings are subject to routine audit and that they may be required to justify their interest in a particular member of the public or premises.

The Application of Principle 13

Tapes, Photographs and Recorded Material

Access to and use of recorded footage and photographs will only take place:

- in compliance with the needs of police in connection with the investigation of crime
- if necessary, for the purposes of legal proceedings

Recorded footage and photographs will not be sold or used for commercial purposes or the provision of entertainment.

The showing of recorded footage or photographs to the public will be allowed only in accordance with the needs of the police in connection with the investigation of crime, or in any other circumstances, provided by law. Any such action must be formally approved by the Police.

Release of recorded footage or photography to the media should only occur for the purpose of crime prevention or investigation. In such cases the recognisable characteristics of other people in the footage shall be obscured. All requests for the release of footage must be in writing, including the purpose of the request, the context of the release, the date and time of airing, and the person responsible for controlling storage and access to the footage. Images shall not, under any circumstances, be used to publicise the existence or success of the Burwood City Safe Program.

Appropriate security measures will be taken against unauthorised access to, alteration, disclosure, accidental loss or destruction of recorded material.

Recorded material will be treated according to defined procedures to ensure continuity of evidence.

All recorded material and photographs will be subject to random inspection by the Auditor.

The Application of Principle 14

Contact with Police

Police Officers will not be permitted to remove any recorded footage or photograph, operate recording equipment or have contact with any recorded footage or photograph at any time unless under the terms of this Code of Practice or subject to the execution of a search warrant or other relevant legal process.

Any change in existing arrangements for police contact with and use of the system will amount to a change to the Code of Practice and must be agreed to in accordance with the Code of Practice before being implemented.

Any involvement in the City Safe Program by Police will be recorded by Burwood Council and will be subject to audit.

The Application of Principle 15

Breaches of the Code

The prime responsibility for ensuring the Code of Practice is adhered to rests with the General Manager. This responsibility includes ensuring that breaches of the Code are investigated and remedied to the extent that breaches of the Code are within the ambit of Burwood Council power to remedy.

Complaints in relation to any aspect of the management or operation of the system may be made in writing to:

The General Manager
Burwood Council
PO Box 240
BURWOOD NSW 1804

or

Telephone 02 9911 9911

The General Manager will inform the Auditor of these complaints.

The *Privacy and Personal Information Protection Act 1998* authorises the Information and Privacy Commission ("Commission") to receive and investigate complaints about alleged violations of privacy. Any member of the public is entitled to lodge a complaint with the Commission.

The contact details for the Commission are as follows:

The Information and Privacy Commission
GPO Box 7011, Sydney NSW 2001
Ph: 1800 472 679
Fax: (02) 8114 3756
Email: ipcinfo@ipc.nsw.gov.au

Burwood Council will cooperate with the investigation of any complaint by the Information and Privacy Commission.

System Description

The Program involves 28 permanently mounted cameras and various mobile units connected to a central Control Room in the Compliance Office by a fibre optic, ADSL line and wireless network. Pictures are transmitted live to observation screens monitored daily by the City Safe Officer employed by Burwood Council. All images are recorded and retained for a period of up to 14 days unless they are required in relation to the investigation of crime or for court proceedings. Images recorded may vary in time to less than 14 days pending the server capacity.

Camera Design

All permanently mounted cameras are of colour resolution, and are capable of being zoomed to enable effective monitoring. Each camera is housed in a tinted environmental dome, which both protects the camera and ensures that the camera itself is not visible from street level. Council uses a variety of cameras that are either permanently fixed cameras or capable of being panned for maximum coverage.

Mobile Units are of colour resolution and placed in a fixed position to enable monitoring of a specific location. Each mobile unit contains a server, camera and power source placed in a hard cased housing. The housing provides protection against the environment and damage.

State of the art technology has been used to ensure maximum resolution and picture quality.

Camera Locations

Cameras are installed in those areas of the Burwood Local Government Area subject to a high incidence of crimes. These locations are determined on the basis of crime statistics provided by

the NSW Police Service.

A total of 58 permanently mounted cameras have been installed in the following areas:

- Burwood Park (4)
- Burwood Road (5)
- Railway Parade (3)
- Woodstock Community Centre (9)
- George Street Car Park (5)
- Enfield Aquatic Centre (14)
- Burwood Library (18)

The number of permanent cameras may fluctuate depending on maintenance or need.

- Mobile Units will be strategically placed with the LGA pending crime trends, crime statistics and a CPTED review. The duration of mobile units at various locations will be based on crime statistics and the CPTED audit recommendation. Mobile Units are not defined by location but rather incident.
- Other camera devices used for local law enforcement purposes such as vehicle and body cameras and remote piloted aircraft systems may capture criminal activity as defined in the Code of Practice during the course of operation. Such footage obtained will be preserved in accordance with the evidence handling procedures.

General Manager Authority

The General Manager must:

- a. approve a change to the City Safe Program or Code of Practice may be made with the agreement
- b. approve the temporary use of the City Safe Program for the purposes of management during events and NSW Police Special Operations
- c. must delegate the use of the City Safe Program during emergency situations, such as a siege or bomb blast
- d. include in the audit report introduction of any change to the City Safe Program or to the Code of Practice

Related Information/Glossary

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television in Public Places (2002).
- The Information and Privacy Commission - Closed Circuit TV Fact Sheet.
- Administrative Tribunal Decision – *SF vs Shoalhaven Council (2013) NSWADT 94*
- *Privacy and Personal Information Protection Act 1998 & Regulations*
- *Workplace Surveillance Act 2005*
- *Government Information (Public Access) Act 2009*

Contact

Group Manager Compliance on 9911 9911

Review

The Code of Practice will be reviewed every four years or earlier if there are changes to associated legislation.

(ITEM 59/19) INVESTMENT REPORT AS AT 30 JUNE 2019

File No: 19/31085

REPORT BY CHIEF FINANCE OFFICER

Summary

In accordance with Clause 212 of the *Local Government (General) Regulation 2005*, this report details all money that Council has invested under Section 625 of the *Local Government Act 1993*.

Operational Plan Objective

2.3.1 Identify and maintain additional revenue sources to ensure financial sustainability

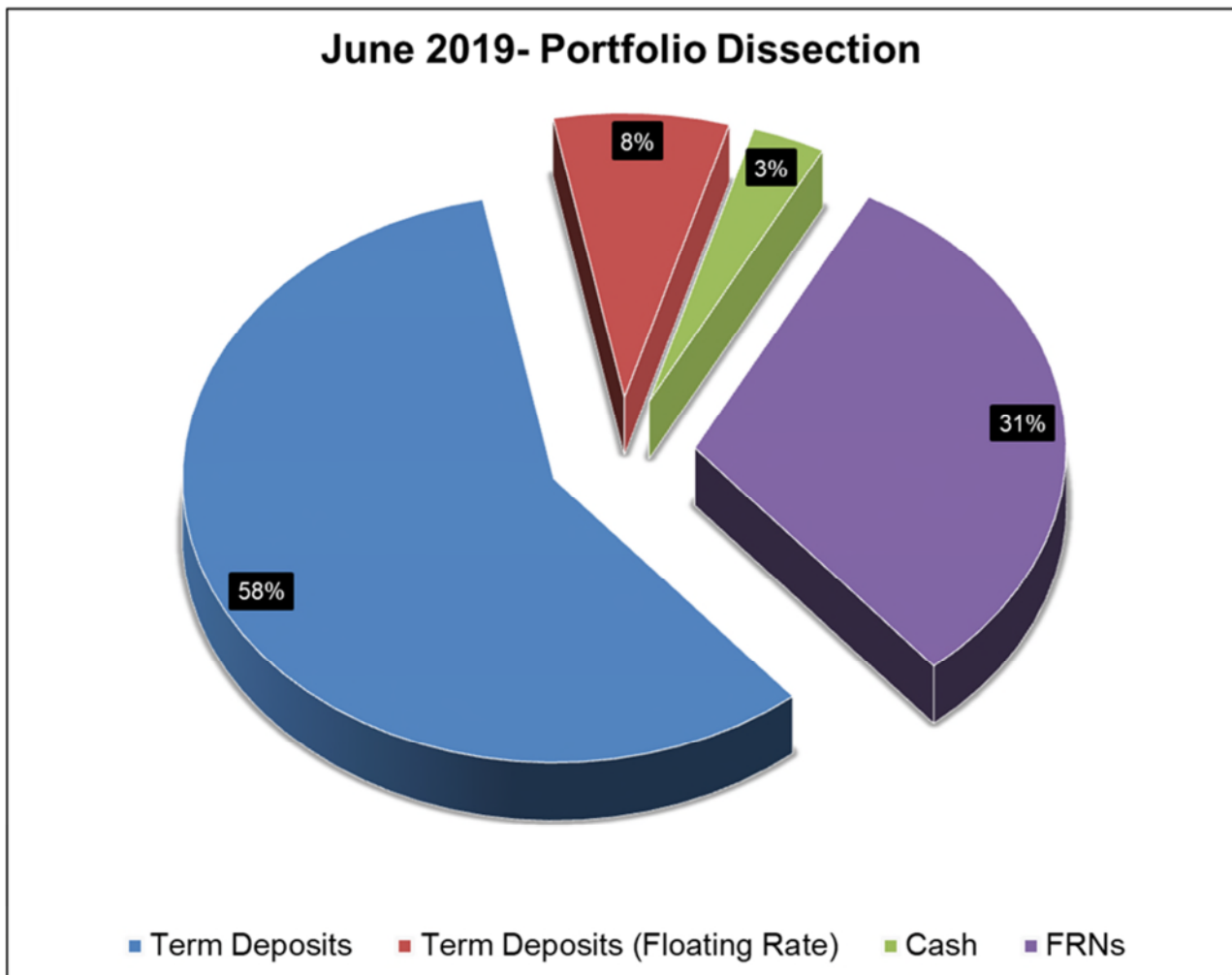
Background

As provided for in Clause 212 of the *Local Government (General) Regulation 2005*, a report listing Council's investments must be presented to Council.

Council's investments are made up of a number of direct investments some of which are managed or advised by external agencies.

Investment Portfolio

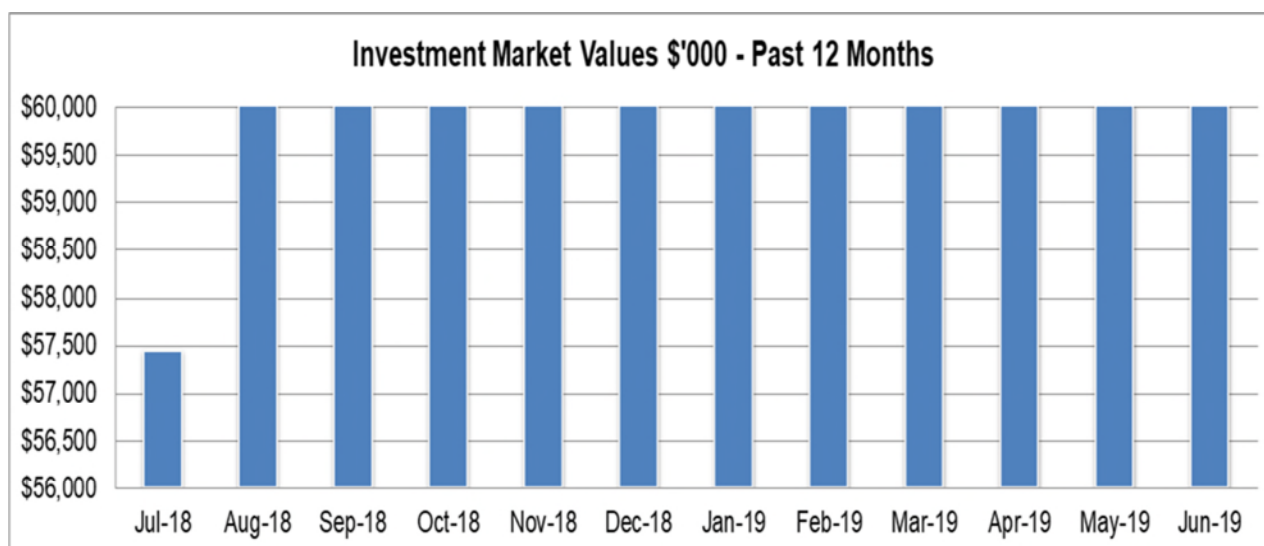
Council has a diversified investment portfolio and has a number of direct investments in term deposits. Its investment portfolio as at 30 June 2019 is:



As at 30 June 2019 Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
11 Jul 18	National Australia Bank	3,000,000	2.80%	365	11 Jul 19
24 Jul 18	Westpac - Quarterly Interest	2,000,000	2.79%	365	24 Jul 19
31 Aug 18	Westpac	3,000,000	2.70%	365	31 Aug 19
23 Oct 17	ING Bank (Curve)	3,000,000	2.96%	730	23 Oct 19
30 Oct 17	ING Bank (Imperium)	2,000,000	2.91%	730	30 Oct 19
07 Nov 17	ING Bank (Imperium)	2,000,000	2.90%	730	07 Nov 19
07 Dec 17	ING Bank (Imperium)	3,000,000	2.83%	732	09 Dec 19
31 Aug 18	National Australia Bank	3,000,000	2.80%	731	31 Aug 20
18 Oct 18	Bankwest	3,000,000	2.70%	271	16 Jul 19
26 Nov 18	National Australia Bank	3,000,000	2.75%	365	26 Nov 19
04 Jun 19	AMP Bank (Imperium)	3,000,000	2.65%	181	02 Dec 19
04 Jun 19	AMP Bank (Imperium)	2,000,000	2.65%	181	02 Dec 19
06 Jun 19	Bank of Queensland	3,000,000	2.15%	274	06 Mar 20
14 Jun 19	National Australia Bank	3,000,000	2.10%	210	10 Jan 20
Total		38,000,000			

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

The Reserve Bank of Australia (RBA) at its 2 July 2019 Board Meeting lowered the official cash rate by 0.25% per annum to a low of 1.00% per annum. According to the RBA Governor "...The Board took this decision to support employment growth and provide greater confidence that inflation will be consistent with the medium-term target. The outlook for the global economy remains reasonable, although the downside risks stemming from the trade and technology disputes are affecting investment. In China, the authorities have taken steps to support the economy, while addressing risks in the financial system.

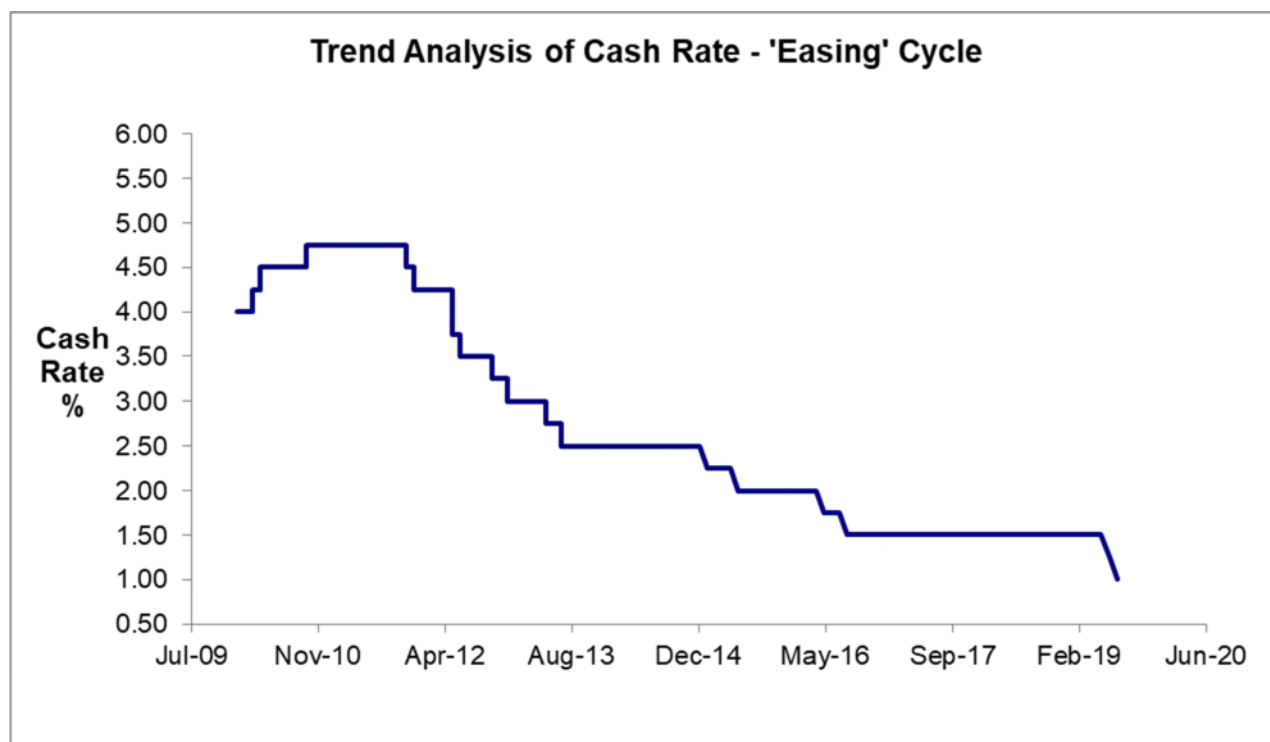
The Australian economy in the March quarter grew at a below-trend of 1.8 per cent. Consumption growth has been subdued, weighted down by a protracted period of low income growth along with declining housing prices. Increased investment in infrastructure is providing an offset and a pick-up

in activity in the resources sector is expected, partly in response to an increase in the prices of Australia's exports. The main domestic uncertainty continues to be the outlook for household consumption, although a pick-up in growth in household disposable income is expected to support spending.

Employment growth has continued to be strong with labour participation at record levels. There has, however, been little inroad into the spare capacity in the labour market with the unemployment rate having risen slightly to 5.2 per cent. Inflation pressures remain subdued across much of the economy. Inflation is still anticipated to pick-up and will be boosted in June quarter by increases in petrol prices. The central scenario remains for underlying inflation to be around 2 per cent in 2020 and a little higher after that.

Taking account of the available information, the Board judged it appropriate to lower the cash rate to make further inroads into the spare capacity in the economy. The rate drop will assist with faster progress in reducing unemployment and achieve more assured progress towards the inflation target. The Board will continue to monitor developments in the labour market closely and adjust monetary policy if needed to support sustainable growth in the economy and the achievement of the inflation target over time...." Statement by Philip Lowe, Governor: Monetary Policy Decision – 2 July 2019.

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



Recommendations(s)

1. That the investment report for 30 June 2019 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

Attachments

- 1 Investment Register June 2019 1 Page
- 2 Investment Types 1 Page

Investment Register June 2019

BURWOOD COUNCIL
INVESTMENT PORTFOLIO
as at 30 June 2019

Credit Ratings	Extremely strong capacity to meet financial commitments Highest Rating
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 lowered

Certificate of Responsible Accounting Officer

I hereby certify that the investments listed have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policies at the time of their placement.

W. Armitage
Wayne Armitage

Chief Finance Officer

Investment/Advisor	Issuer	ADI or N-ADI	Investment Name	Type	Rating	Rating Risk	Invested Amount	Market Value as at 30 April 2018	Market Value as at 31 May 2019	Market Value as at Reporting Date	% of Total Invested
Cash							521,947	515,941	521,947	521,947	3.18
Council	Commonwealth Bank	ADI	Operating Account	Cash	AA-		1,307,928	3,004,101	1,507,200	1,507,200	0.80
Council	Commonwealth Bank	ADI	Online Saver	AI Call	AA-		60,619	60,385	60,501	60,501	0.00
Council	AMP Bank Limited	ADI	AMP Business Saver & Higher Account	AI Call / Notice 30 days	A		2,000,000	2,000,000	2,000,000	2,000,000	26.84
Council	ING Bank (Netherlands)	ADI	ING Bank	Term Deposit	A-		3,000,000	3,000,000	3,000,000	3,000,000	3.05
Council	ING Bank (Singapore)	ADI	ING Bank	Term Deposit	A-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	ING Bank (Canada)	ADI	ING Bank	Term Deposit	A-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	AMP Bank (Australia)	ADI	AMP	Term Deposit	A		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	Westpac	ADI	Westpac	Term Deposit	AA-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-		2,000,000	2,000,000	2,000,000	2,000,000	2.66
Council	Westpac	ADI	Westpac	Term Deposit	AA-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	Bank of Queensland	ADI	Bank of Queensland	Term Deposit	BBB+		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	Nations Australia Bank	ADI	Nations Australia Bank	Term Deposit	AA-		2,000,000	2,000,000	2,000,000	2,000,000	3.05
Council	ING Bank (Netherlands)	ADI	ING Bank	Term Deposit	A		2,000,000	2,000,000	2,000,000	2,000,000	3.05
Council	AMP Bank (Singapore)	ADI	AMP Bank	Term Deposit	A		2,000,000	2,000,000	2,000,000	2,000,000	3.05
Council	Commonwealth Bank	ADI	Commonwealth Bank	Global Fixed Income Deposit (13 Traded Bonds & 2 Floating Rate Notes)	AA-		2,000,000	2,000,000	2,000,000	2,000,000	7.64
Council	Westpac	ADI	Westpac	Global Fixed Income Deposit (13 Traded Bonds & 2 Floating Rate Notes)	AA-		3,000,000	3,000,000	3,000,000	3,000,000	4.58
Council	Surfcorp-Melway Limited	ADI	Surfcorp-Melway Limited	Floating Rate Notes (90 day BBSW mid -84 bps)	A+		2,000,000	2,002,216	2,002,980	2,002,110	3.06
Council	Bank of Queensland	ADI	Bank of Queensland	Floating Rate Notes (90 day BBSW +105 bps)	BBB+		1,000,000	1,002,608	1,002,265	1,002,095	1.53
Council	Bendigo-Adelaide	ADI	Bendigo Bank & Adelaide Bank	Floating Rate Notes (90 day BBSW +110 bps)	BBB+		1,000,000	1,004,447	1,004,195	1,004,075	1.53
Council	Surfcorp-Melway Limited	ADI	Surfcorp-Melway Limited	Floating Rate Notes (90 day BBSW mid -84 bps)	A+		1,500,000	1,510,556	1,510,036	1,511,190	2.31
Council	Bendigo-Adelaide	ADI	Bendigo Bank & Adelaide Bank	Floating Rate Notes (90 day BBSW mid -102 bps)	BBB+		1,900,000	1,905,187	1,905,828	1,905,893	2.80
Council	ANZ Group	ADI	ANZ Group	Floating Rate Notes (90 day BBSW +140 bps)	BBB		2,000,000	2,006,396	2,004,530	2,000,250	3.06
Council	Newcastle Permanent Building Society	ADI	Newcastle Permanent Building Society	Floating Rate Notes (90 day BBSW +110 bps)	A		1,250,000	1,259,359	1,260,405	1,261,405	1.93
Council	AMP Bank Limited	ADI	AMP Bank Limited	Floating Rate Notes (90 day BBSW +110 bps)	A		750,471	750,471	749,997	-	-
Council	Members Equity Bank Pty Ltd	ADI	ME Bank	Floating Rate Notes (90 day BBSW mid +27 bps)	BBB		2,000,000	2,010,868	2,012,263	2,012,513	3.84
Council	Bank Australia Ltd	ADI	Bank Australia Ltd	Floating Rate Notes (90 day BBSW +130 bps)	BBB		1,500,000	1,507,861	1,507,298	1,508,153	2.30
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +93 bps)	AA-		2,000,000	2,013,214	2,011,270	2,013,748	3.06
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +113 bps)	AA-		4,900,000	4,869,348	4,862,212	4,867,882	6.20
Grand Total							65,340,578	67,547,990	69,173,988	69,475,987	100.00

Investment Types

Types of Investments

Council's investment portfolio consists of the following types of investment:

1. **Cash and Deposits at Call** – Cash and Deposits at Call accounts are a flexible savings facility providing a competitive rate of interest for funds which are at call (available within 24hours). These accounts enable us to control Council's cashflows along with council's General Fund Bank account. Interest rates are updated in accordance with movements in market rates.

The following investments are classified as Cash and Deposits at Call:

- Commonwealth Bank of Australia – Operating Bank Account AA-
- Commonwealth Bank of Australia – Online Saver AA-
- AMP Business Saver and Notice – At Call/Notice A

2. **Floating Rate Notes (FRN)** - FRNs are a contractual obligation whereby the issuer has an obligation to pay the investor an interest coupon payment which is based on a margin above bank bill. The risk to the investor is the ability of the issuer to meet the obligation.

FRNs are either sub-debt or senior-debt which means that they are guaranteed by the bank that issues them with sub-debt notes rated a notch lower than the bank itself. The reason for this is that the hierarchy for payments of debt in event of default is:

- a. Term Deposits
- b. Global Fixed Income Deposits
- c. Senior Debt
- d. Subordinated Debt
- e. Hybrids
- f. Preference shares
- g. Equity holders

In the case of default, the purchaser of subordinated debt is not paid until the senior debt holders are paid in full. Subordinated debt is therefore more risky than senior debt.

(ITEM 60/19) DELIVERY PROGRAM 2018-2019 - HALF YEARLY REPORT FOR THE PERIOD ENDING 30 JUNE 2019

File No: 19/32134

REPORT BY ACTING DEPUTY GENERAL MANAGER, CORPORATE GOVERNANCE & COMMUNITY

Summary

A report on the progress of Council's Delivery Program 2018-2021 is to be presented to Council on a half yearly basis in line with legislative requirements.

Operational Plan Objective

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

Background

This Half Yearly Report is the final report for FY2018-2019 of the Delivery Program 2018-2021 as part of the revised Burwood2030 Community Strategic Plan which was adopted by Council in June 2018.

Council's Integrated Planning & Reporting documentation reports qualitative information while providing communication in a transparent and streamlined process to provide better access to information for residents.

The report reflects the objectives and actions outlined in the Delivery Program 2018-2021 and Operational Plan 2018-2019, which follows the targets identified by the community as part of the Burwood2030 Community Strategic Plan review.

The strategic goals in the Delivery Program are drawn from the Community Strategic Plan Burwood 2030 and are divided into five themes:

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

Each strategic goal is divided into actions which represent the specific initiatives Council proposes to implement to achieve the identified targets. The Delivery Program includes a total of 147 actions which are incorporated into the Operational Plan.

Reporting Structure

Key users are required to provide a rating status and comment for each strategic action they are responsible for as follows:

On watch	The activity/project is underway but may not be completed in time or it has been postponed
Progressing	The activity/project is ongoing, progressing or scheduled to commence on schedule
Milestone	A significant achievement has been reached during the reporting period (such as the completion of a project or a highlight for the activity)

These requirements support and promote a continuous risk evaluation process for staff and management which allows the identification of risks and opportunities at an early stage in the delivery of activities/projects.

Measuring our Success

Building on progress from the first half of the financial year and adding the second half period 1 January 2019 to 30 June 2019, Council has registered the following progress:

Status	Number
On watch	0
Progressing	137
Milestone	11
Total	147

The significant milestones reached in the second half of the year included:

- The successful application to IPART for a Special Rate Variation to reduce the infrastructure drainage backlog from \$20.3m to \$7.7m while still delivering Council's services to community's expectations, and initiating new programs.
- Delivering a successful events program for the community such as Australia Day, China Fun Lunar Carnival and Easter in the Park. Also reflecting on Burwood's past and fallen heroes with the Anzac Day Commemorative March and Dawn Service and National Servicemen's Commemorative Service.
- An investment Strategy and Policy to ensure invested funds are secure, sustainable, and transparent to the community.
- Establishing a comprehensive Procurement Strategy and Purchasing and Contract Management Corporate Practice along with a Tendering Manual which underpin the principles of probity, ethics and good governance in Council.

Consultation

Once the Delivery Program Half Yearly Report 1 January 2019 – 30 June 2019 is approved, it will be made available to the public on Council's website and in hard copy at the Library and Community Hub and at the Customer Service Centre.

Planning or Policy Implications

In accordance with Section 404(5) of the *Local Government Act 1993* the General Manager must provide progress reports to Council, at least every six months, as to its progress with respect to the principal activities detailed in its Delivery Program. Burwood Council's Delivery Program 2018-2021 (Strategic Goal 2.1.3.2) requires that public information is made available in a timely manner.

Financial Implications

No Financial implications.

Conclusion

Council's Delivery Program 2018-2021 Half Yearly Report 1 January 2019 – 30 June 2019 provides Council with ongoing updates on the progress of the objectives identified in Council's Delivery Program and Operational Plan.

Recommendation(s)

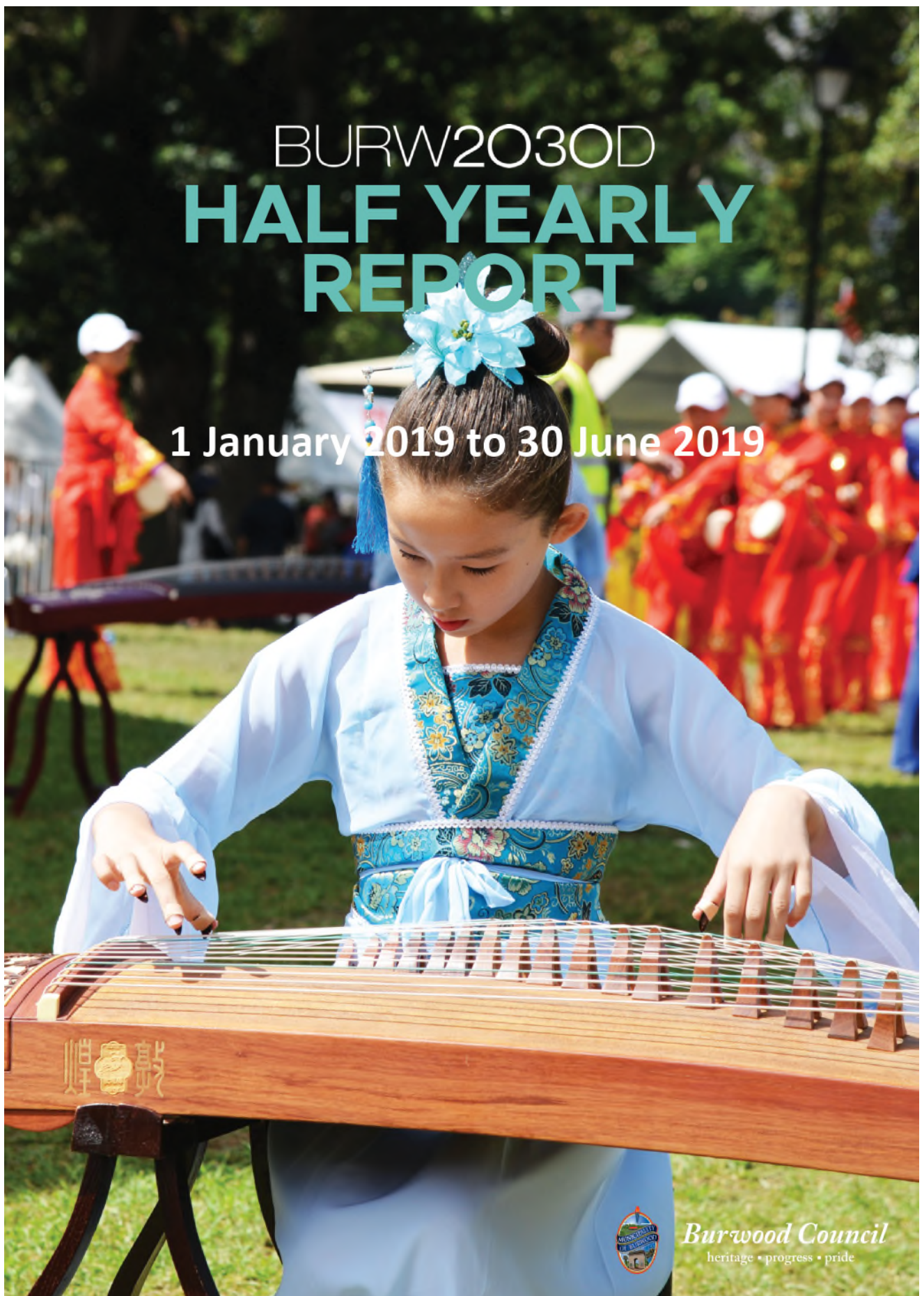
That Council endorse the Delivery Program 2018-2021 Half Yearly Report for the Period of 1 January 2019 to 30 June 2019.

Attachments

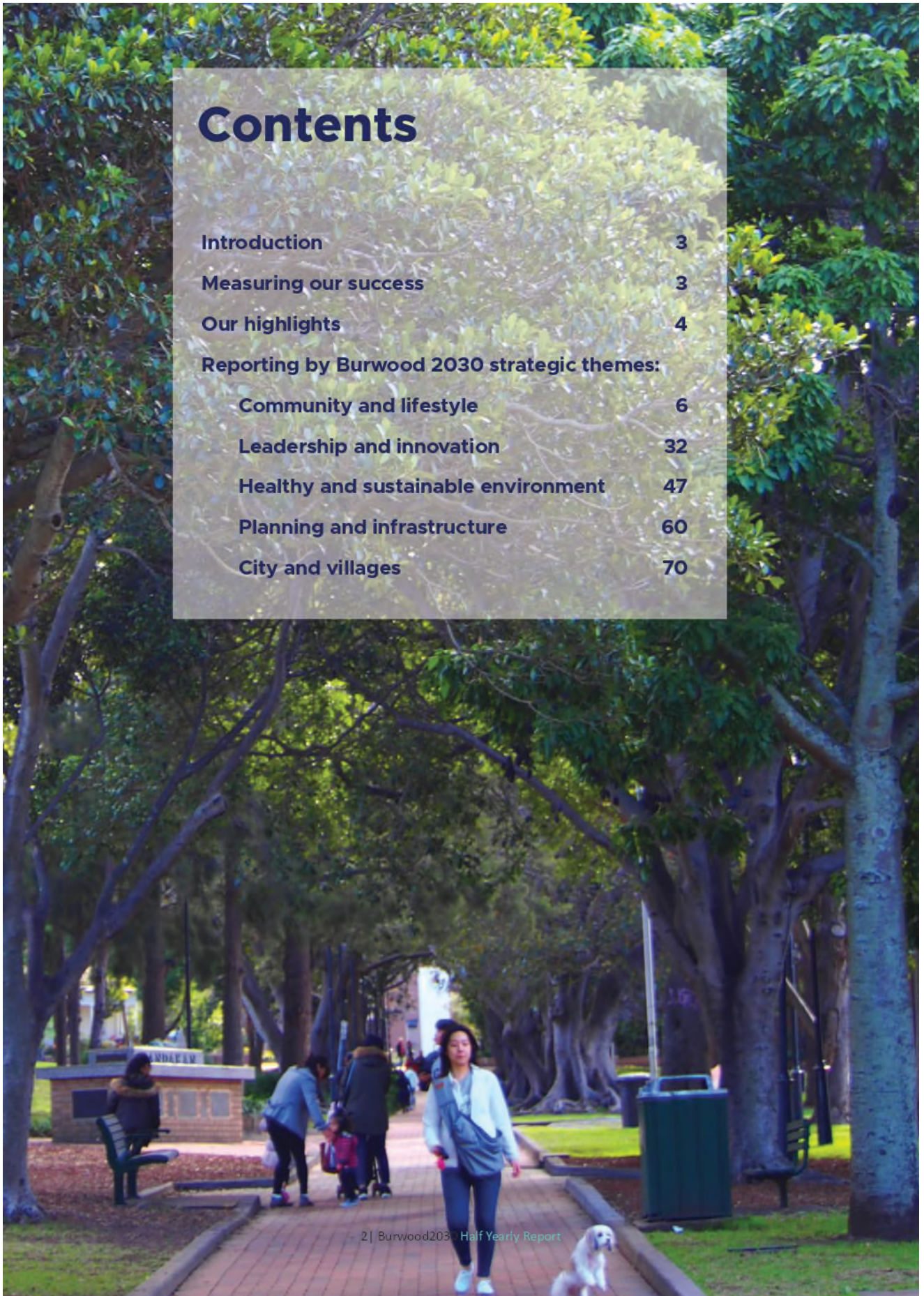
- 1 Half Yearly Report - Delivery Program 2018-2021

BURW2030D HALF YEARLY REPORT

1 January 2019 to 30 June 2019



Burwood Council
heritage • progress • pride



Contents

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Reporting by Burwood 2030 strategic themes:	
Community and lifestyle	6
Leadership and innovation	32
Healthy and sustainable environment	47
Planning and infrastructure	60
City and villages	70

Introduction



This report forms part of Council's Integrated Planning & Reporting documentation. It is qualitative reporting communicated through a transparent and streamlined process to allow better access to information for residents.

This Half Yearly Report is the final report for the Operational Plan FY2018-2019. It provides the community with a summary of how Council has responded in the second half of this financial year to the strategic goals, objectives and planned actions outlined in the Delivery Program 2018-21.

Strategic goals, objectives and actions are grouped under five themes:

1. Community and lifestyle
2. Leadership and innovation
3. Healthy and sustainable environment
4. Planning and infrastructure
5. Vibrant city and villages

This report addresses the 147 actions incorporated under these themes and found into the Operational Plan.

Measuring our success

Each action has a rating status and comment section to provide information on the progress.

On watch	The activity/project is underway but may not be completed in time or it has been postponed
Progressing	The activity/project is ongoing, progressing or on schedule
Milestone	A significant achievement has been reached during the reporting period - such as the completion of a project or a highlight for the activity

Our highlights

Building on progress from the first half year and adding the period 1 January 2019 to 30 June 2019,

11 Milestones achieved
137 actions progressing
0 items on watch



Lunar New Year Carnival



Woodstock Artisans Market



Burwood Youth Action Group participate in Burwood rebrand



Enfield Aquatic Centre Masterplan approved



Burwood Arts Prize 2019



Funds committed for Drainage upgrades



Abandoned Trolley Campaign



Easter at Mobile Playvan



Community and lifestyle

Community and lifestyle

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

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

Provide services to meet the current and future needs of diverse members in the community

Code	Responsible Unit	Action Name	Status	Comments
1.1.1.1	Community, Library & Aquatic Services	Monitor, review and develop programs to assist diverse groups in the community such as seniors, youth, families and children, people living with a disability and people on low income	Progressing	<p>Council staff ran a wide range of successful programs to meet the needs of different groups in the community. A few examples are noted below: The Burwood Youth Change Maker Awards were held in April 2019 demonstrating the achievements of local young people and their commitment to the Burwood local community. The Burwood Youth eSafety Project involved the creation and distribution of 2,000 mindfulness information and colouring booklets to local students to address key youth online safety concerns.</p> <p>An International Women’s Day Careers Connection Event was delivered with over 200 people in attendance. The event provided local women, parents and families with information and workshops on employment services.</p> <p>A Family Fun Day event was held in April 2019 in partnership with Metro Assist. The event connected local community and health service providers with over 1000 families.</p> <p>Council co-hosted a Disability Inclusion Seminar in May 2019 for the Inner West Region. 80 service providers attended to learn how to assist children and families to receive NDIS funding and how to support them and refer them to other service providers.</p> <p>Council’s Seniors Festival was held in February 2019 at Fitzroy Hall. Later in the year, Council staff commenced the roll out of a program of social bus outings for seniors in the Burwood in partnership with Access Sydney Community Transport. The program has been designed to include two assisted trips for seniors who are unable to take public transport due to mobility issues.</p>

Code	Responsible Unit	Action Name	Status	Comments
				These activities arise from and strengthen partnerships between Council and the community. Through these community development programs Council continues to engage with and address the needs of local residents. Importantly, these programs help to break down social isolation and build social capital, thereby increasing community capacity, resilience and wellbeing.
<i>Provide financial assistance for community projects and actively seek funding from other sources</i>				
Code	Responsible Unit	Action Name	Status	Comments
1.1.1.2	Community, Library & Aquatic Services	Administer a grants program and actively promote other funding opportunities available to community groups	Progressing	<p>Council's Community Grants Program provides funding to local community services and not-for-profit organisations that undertake valuable projects that benefit our local community. This year, as part of Council's 2018-19 Community Grants Program, 14 organisations were awarded a total of \$40,000 funding. Successful recipients will be delivering projects that will be of benefit to local children, families, young people, culturally and linguistically diverse communities and people living with a disability.</p> <p>Council also actively promotes other funding opportunities available to community groups. For example, staff participate on the Burwood Club Grants review committee. Through this program Club Burwood supports a wide range of charitable bodies, community groups, schools and sporting organisations.</p> <p>In April 2019, Council participated on the Inner West Region Parenting Small Grants funding selection panel. Through the panel, 18 community organisations were awarded \$35,000 from the Department of Family and Community Services (FACS) and NSW Health to run parenting initiatives and courses for Burwood and other residents.</p> <p>Community organisations play an important role in providing assistance and services to vulnerable or disadvantaged members of the community. These grants enable Council to support these organisations to address social issues in the local community.</p>

1.1.2. Provide library services that engage the community in lifelong learning and provide recreational and social opportunities in accessible and people-friendly environments and spaces

Provide a range of information and services to meet the needs of new and existing members

Code	Responsible Unit	Action Name	Status	Comments
1.1.2.1	Community, Library & Aquatic Services	Identify and implement resources and information services	Progressing	<p>Council's Library Services updated and added to its resources to reflect current trends and community needs, including the following examples:</p> <ul style="list-style-type: none"> - BorrowBox e-platform established to provide customers with a greater range of e-audio and e-books - Major book suppliers provided accurate profiles based on statistical analysis of borrowing trends to ensure the collections remain relevant - A stocktake of all library resources was completed to increase accuracy of the library catalogue <p>Library Services also provided regular and well-attended services and programs to the community including:</p> <ul style="list-style-type: none"> - Preschool story time - Burwood Babies - Wrap with Love knitters group - English conversation groups - JP service - School holiday activities - Summer Reading Club - Book Week - Reading Hour - Implementation of the Little Free Library - Visits by TAFE and local childcare centres <p>These library activities create a more informed and better connected community.</p> <p>Library Services also migrated to Spydus, a new and improved Library Management System (LMS). The new system will better meet the changing needs of the Burwood Community with its innovative patron-centric features. The basic system went live on 25 June 2019 and further features will be rolled out over coming months.</p>

Provide resources to reflect the needs and interests of the multicultural community

Code	Responsible Unit	Action Name	Status	Comments
1.1.2.2	Community, Library & Aquatic Services	Increase number of language resources available based on the demands and needs of the community	Progressing	Library Services added 402 items in Korean, Hindi, Italian and Chinese to its collections during the six months between July and December 2018 and 645 items between January and June 2019. These resources included books, DVDs, CDs and magazines for both adults and children. Library Services also accessed language resources from the State Library of NSW to meet the needs of smaller language groups in the community, including French, Greek, Japanese and Russian. These resources support the needs of the growing culturally and linguistically diverse (CALD) communities in Burwood.

Establish key partnerships with agencies and services providers

Code	Responsible Unit	Action Name	Status	Comments
1.1.2.3	Community, Library & Aquatic Services	Deliver services, resources and initiatives in conjunction with agencies and service providers	Progressing	<p>Library Services partnered with multiple agencies to deliver programs and services, including:</p> <ul style="list-style-type: none"> - Information talks in both English and Mandarin in conjunction with Chinese Australian Services Society (CASS) and NSW Health - Information on volunteering in Burwood and surrounding areas in conjunction with Volunteer Network - Information on the Commonwealth Government My Aged Care system through Council's Commonwealth Home Support Program (CHSP) provider - Various activities in conjunction with local schools, including Burwood Public School and Enfield Public School - Burwood's very own language festival in conjunction with the Language Festival Association - Tech Savvy Seniors (training in information technology for older people) in conjunction with the State Library of NSW - A talk given in October 2018 by the Mental Health Advocacy Service - Participation in the Super Heroes Program with Community Development - Pop up information stalls with Hearing Australia and State Library of NSW (Law and Drug Information Week) - Sustainability workshops with the Ethnic Communities Council <p>These initiatives help to create a more connected and informed community.</p>

1.1.3. Provide active and passive recreational and sporting activities that contribute to health and wellbeing

Enhance facilities at the Enfield Aquatic Centre to optimise use

Code	Responsible Unit	Action Name	Status	Comments
1.1.3.1		Undertake Stage 2 of the Enfield Aquatic Centre Master Plan	Progressing	<p>The planning and delivery of the Stage 2 development works of the Enfield Aquatic Centre Master Plan are underway, with the Development Application submitted on 18 December 2018.</p> <p>Due to the size and complexity of the project, the implementation of the Master Plan is to be carried out over a few financial years. The construction works are proposed to be undertaken during the outdoor pool closure between May and October each year. This is so that the operation of the centre is not affected and the centre is ready for the start of the warmer season.</p> <p>The proposed upgrade works include a new learn to swim pool, a new car park, upgraded amenities, office space, kiosk, viewing area, gym/weights room and staff facilities and a first floor multi-purpose function room accessible by lift.</p>

Offer programs at the Enfield Aquatic Centre based on the needs of residents and patrons

1.1.3.2	Community, Library & Aquatic Services	Improve the design of Learn to Swim and other programs and actively promote to the community	Progressing	<p>Learn to Swim (LTS) is a highly valued Council program with almost 2,000 students enrolled during peak periods. The program teaches vital lifelong skills to children and adults that help keep them safe around water and enables better enjoyment of aquatic activities.</p> <p>Staff at the Enfield Aquatic Centre are continually monitoring the performance of the LTS and looking to make improvements to create better alignment with industry standards. For example, after a successful 12 month trial of pool deck support using experienced instructors, the function has been made ongoing to assist parents and carers with program enquiries and address any issues arising. Also, the program instructors have received ongoing training and support to ensure the highest standard of tuition has been provided to our students.</p> <p>Council's adoption of a new brand will allow enhancements to the promotion of the LTS and other aquatic programs to be made.</p>
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Provide a safe and healthy environment for patrons

Code	Responsible Unit	Action Name	Status	Comments
1.1.3.3	Community, Library & Aquatic Services	Undertake continual testing of water quality, safety audits and staff training to ensure a healthy and safe environment in accordance with NSW health standards	Progressing	<p>Staff of the Enfield Aquatic Centre undertakes regular water testing to maintain optimum water quality for customers in accordance with NSW Health standards. This year, improvements have been made to the testing sheets to improve the efficiency of the testing program. Independent testing arrangements have been reviewed and alternative service providers are being sourced in order to ensure impartiality of sample collection.</p> <p>To provide the community with exceptional aquatic services, a high level of water quality is a critical component that helps maintain a healthy aquatic environment.</p>

Enhance parks and open spaces to promote recreational activities

Code	Responsible Unit	Action Name	Status	Comments
1.1.3.4	Assets & Infrastructure	Implement master plans for major parks and upgrade existing parks and reserves according to usage type	Progressing	<p>Staff recently prepared a master plan for the upgrading of Henley Park and Blair Park. The upgrading of facilities in Henley Park is currently underway with the following capital works upgrades recently completed.</p> <ul style="list-style-type: none"> - Design and construction of new cricket facilities - Design and construction of 13 new sports field flood lighting towers - Design and installation of 13 solar lights to illuminate pathways - Design and construction of 5 new picnic shelters <p>Design and construction of 8 new fitness stations. Future Henley Park upgrade works include:</p> <ul style="list-style-type: none"> - The Design and Construction of a synthetic Futsal field - Design and construction of new field irrigation, drainage and turf works for the 2 southern fields - Refurbishment and extension of the Amenities Block. Also in Blair Park the following capital works upgrades are completed or underway. Upgrading of the amenities building - Upgrading of the Bocce Court <p>Future Blair Park upgrade works include:</p> <ul style="list-style-type: none"> - Design and construction of new field irrigation, drainage and turf works

Promote an active and healthy lifestyle

Code	Responsible Unit	Action Name	Status	Comments
1.1.3.5	Community, Library & Aquatic Services	Offer programs and activities that promote active and passive recreation in partnership with local organisations and groups	Progressing	<p>A range of programs and activities has been offered during the year. Community Soccer was delivered every Wednesday afternoon during school terms at Burwood Park, with coaching provided by Inter Lions. Over 40 children participated in this popular recreation program.</p> <p>Falls Prevention programs for seniors were rolled out in partnership with groups such as the Sydney Local Health District. The 'Stay Standing' program was an inclusive program for local seniors and the 'Stepping On' program was specifically targeted at Mandarin speaking seniors.</p> <p>Recreational services are one of the most important factors influencing that helps create liveable cities. The work helps to achieve a more active, engaged and healthy community.</p> <p>Staff secured a grant for over \$300,000 for a Challenger Obstacle Course, which is an active fitness structure that aims to increase youth participation and decrease anti-social behaviour. The obstacle course will be developed in Grant Park during 2019/2020 and will be accessible to all community members free of charge.</p> <p>Active and passive recreational activities are a key factor in creating liveable urban environments. The work done-undertaken-by Council in this regards helps to achieve a more active, engaged and healthy community.</p>

1.1.4. Provide initiatives and facilities that encourage community participation and promote a healthy and harmonious lifestyle

Provide a range of venues and facilities for residents and community groups to meet their diverse needs

Code	Responsible Unit	Action Name	Status	Comments
1.1.4.1	Customer Service & Records	Offer a range of facilities for hire that accommodate the various types of use required by the community	Progressing	<p>Council continues to promote and facilitate the use of venues to its community groups, particularly local groups, senior groups and not for profit groups.</p> <p>The Hire of Community Facilities Policy was updated, facilitating senior and community group access, and ensuring discounts are applied appropriately.</p> <p>The community facilities usage rates during the semester were:</p> <ul style="list-style-type: none"> - Woodstock 394 - Community Hub 62 - Fitzroy Hall 360 - George Street Centre 296 - Burwood Park Community Centre 228

Provide space for sporting and recreational activities

Code	Responsible Unit	Action Name	Status	Comments
1.1.4.2	Customer Service & Records	Offer parks for hire and identify green and open spaces that can be used for passive and active use by the community	Progressing	<p>Council is currently investigating the possibility of trial gourmet food markets at Woodstock Community Centre and Park. The markets are aimed at reactivating the site with passive activity for the community. In February and June 2019, two additional Woodstock Artisan Markets have been trialled at Woodstock Community Centre and Park with the aim of reactivating the site and providing a passive activity for the community.</p> <p>In addition, Council's major sporting fields and parks are available for hire across the area.</p>

Promote an inclusive and harmonious lifestyle in the community

Code	Responsible Unit	Action Name	Status	Comments
1.1.4.3	Community, Library & Aquatic Services	Provide programs and activities that encourage active community participation	Progressing	<p>A range of programs and activities were held during the year to encourage active community participation.</p> <p>The Multicultural Advisory Committee (MAC) enables local community leaders to discuss and provide advice to Council on local multicultural issues.</p> <p>Burwood Youth Advisory Group (BYAG) is for young people aged 12-24 who lives, work, study or have a demonstrated connection to the Burwood Area. BYAG actively contributes to community programs, events and initiatives for young people.</p> <p>Council delivers the Mobile Play Van service, which is an inclusive service that encourages community engagement and provides support through building connections with the community. The service runs four days a week during school term providing fun activities for children and their families. The service facilitates the development of child/parent relationships, a sense of community and belonging. While at the same time offering information about local community services.</p> <p>Council staff also provided information sessions for older people and people with a disability and their carers.</p> <p>This broad range of activities builds engagement, connection and cohesion in the local community.</p>

1.2 A well informed, supported and engaged community

1.2.1. Inform the community of Council's activities, facilities and services using accessible communication
 Provide regular information in a range of formats to ensure that it is accessible to all members of the community

Code	Responsible Unit	Action Name	Status	Comments
1.2.1.1	Corporate Planning & Communications	Deliver ongoing communication through appropriate methods based on the target audience	Progressing	<p>Council has used a range of communication methods to reach members of the community. These include social media (Facebook, Twitter and WeChat), Council's website, letters and newsletters, phone and online surveys, visual displays at facilities and street meetings.</p> <p>The popularity of Council's social media continues to rise with a 5% increase across the social media platforms from January 2019 to June 2019.</p> <p>Council employed these methods to promote its Community events and services.</p> <p>Council increased the frequency of its newsletters, understanding that for many in the community mailed information was still the preferred method of communication. Traditional and digital engagement methods were used to ensure the community had a say in future planning, such as the consultation on a modern library and community space.</p>

Ensure language is easy to understand for all members of the community

Code	Responsible Unit	Action Name	Status	Comments
1.2.1.2	Corporate Planning & Communications	Identify and utilise the appropriate language to use for communication of information based on the audience	Progressing	<p>Council utilises the appropriate language for the relevant audience. For instance informal language is used on social media channels in order to increase engagement with the youth demographic and simple English for matters of importance such as its Operational Plan and Budget consultation. The choice of language ensures that all residents can understand the information that is provided.</p> <p>In addition, Council uses different languages in order to communicate with cultural groups. For instance Council's community engagement surveys were translated into simplified Chinese, Korean and Nepali to reflect the desire to reach the growing and emerging communities in the LGA. Council's use of WeChat provides information in Mandarin to its Chinese speaking residents.</p>

1.2.2. Modernise and enhance access to information on services

Ensure all information is available in a digital and accessible format

Code	Responsible Unit	Action Name	Status	Comments
1.2.2.1	Corporate Planning & Communications	Identify and implement new digital technology and social platforms to improve access to information	Milestone	Burwood was the first Council in NSW and only the third Council in Australia to launch a WeChat account. WeChat is a Chinese-speaking social media platform, which allows Council to connect directly with Chinese-speaking residents. The profile of Council has increased with over 5% growth on the platform between January and June 2019. Council's new online DA tracking system has greatly enhanced customer experience and access to information.

Increase Council's digital presence

Code	Responsible Unit	Action Name	Status	Comments
1.2.2.2	Corporate Planning & Communications	Develop a modern website with improved accessibility and digitised services	Progressing	The demand for better online services, E-commerce capabilities, a quality user experience and more interactive capabilities are the key drivers behind the need for Council to develop a new website. Council has met with prospective suppliers to initiate the scope of the new website project. This will inform the Brief for the Request for Quote process which will commence in FY2019/2020.

1.2.3. Enhance communication and community engagement through innovative solutions

Engage with, and increase Council presence with its digital community

Code	Responsible Unit	Action Name	Status	Comments
1.2.3.1	Corporate Planning & Communications	Monitor and identify emerging technology and communication tools to enhance engagement	Milestone	Council continues to implement innovative solutions to enhance engagement. During last semester, Council launched its WeChat account becoming one of only three Councils in Australia on the platform. Since that time the channel's follower numbers have grown by over 5%.

Establish regular interaction and communication with the community through targeted methods

Code	Responsible Unit	Action Name	Status	Comments
1.2.3.2	Corporate Planning & Communications	Identify local communities and provide relevant information through appropriate communication methods	Progressing	The profile and demographics of Burwood continue to shift and change. As communities become more established, new communities emerge. Identifying the growing Korean community and the emerging Nepali community, Council's recent engagement survey sought input about the development of a modern library and community spaces, which was translated into those languages. Council has also facilitated the Mayoral engagement with Korean Seniors Groups.

Promote informal discussions between Council and the community

Code	Responsible Unit	Action Name	Status	Comments
1.2.3.3	Corporate Planning & Communications	Engage with residents and the digital community through face to face interactions and social media	Progressing	Council continues to engage with residents through social media with a 5% increase across digital platforms. In addition, Council's WeChat platform continues to grow, engaging Chinese-speaking residents who make up 30% of the population. Council conducted face to face workshops as part of the engagement phase of its re-branding project. The Mayor has attended several community group events to promote Council's achievements and to listen to input and feedback that will inform ongoing Council improvements.

1.2.4. Foster a sense of community pride

Provide leadership on the community's vision and values

Code	Responsible Unit	Action Name	Status	Comments
1.2.4.1	Corporate Planning & Communications	Develop a visual identify and vision for Burwood in line with community aspirations	Milestone	<p>Council commenced its re-branding project following extensive consultation during the Community Strategic Plan engagement process. The strategy was to develop a visual identify the community can connect with that represents a modern Burwood that has historical roots but has emerged as a vibrant and diverse community and hub.</p> <p>The re-brand project consisted of three phases; community engagement, creative development and implementation. After community engagement activities with members of the public and Councillors were completed two concepts emerged. These concepts were presented to Councillors and tested with two community focus groups to identify the final design. The new visual identity will be launched in the next financial year.</p>

1.3 A safe community for residents, works and visitors

1.3.1. Work with key partners and the community to minimise crime and enhance community safety

Maintain and enhance CCTV capabilities

Code	Responsible Unit	Action Name	Status	Comments
1.3.1.1	Compliance	Ensure CCTV technology is up to date and utilised in key areas around Burwood as needed	Progressing	Council has implemented various CCTV systems within the Local Government area including a hardware and mobile system. Council staff met with Police to discuss crime trends and develop strategies to combat any increases in crime. This partnership has ensured that crime with the LGA has been steady or declined in most categories.

Work in partnership with NSW Police to support crime prevention and increase community safety

Code	Responsible Unit	Action Name	Status	Comments
1.3.1.2	Community, Library & Aquatic Services	Deliver and support safety campaigns to target specific crimes and raise awareness in the community	Progressing	<p>Council has successfully delivered a range of safety campaigns during the year.</p> <p>The White Ribbon Day event consisted of an expert panel chosen for their experience and knowledge in government, law enforcement, media and community services. The panel addressed questions written by local</p>

Code	Responsible Unit	Action Name	Status	Comments
				<p>students on domestic violence and raised community awareness around this complex social issue. Over 500 students and members of the public were in attendance.</p> <p>Over 15,000 household safety booklets were distributed to Burwood residents, providing both personal and household safety tips, key contacts and information on illegal dumping.</p> <p>The Superheros Safety Program was rolled out across schools in the Burwood LGA educating young children on personal safety and the role they can play to protect the environment.</p> <p>Feeling safe in your home and local community is an important part of everyone's health and wellbeing. Council's programs continue to target crime and safety issues and raise community awareness, making our community safer, more sustainable and resilient.</p>

Liaise closely with NSW Police and other stakeholders to identify crime activity and trends

Code	Responsible Unit	Action Name	Status	Comments
1.3.1.3	Community, Library & Aquatic Services	Regularly meet with NSW Police and other stakeholders and implement strategies to address crime activities and trends	Progressing	<p>Council works closely with local Police and community organisations to plan for a healthy and safe community. Council staff attended monthly meetings with Burwood Police Local Area Command to identify and prioritise crime issues in the Burwood Local Government Area utilising statistical analysis, mapping of crime hotspots and physical site assessments. Through this process, potential strategies to reduce crime and improve community safety were identified that may be included in Council's Crime Prevention and Community Safety Plan, which is currently under development.</p> <p>These actions are helping Council create a safer public environment for residents and visitors alike.</p>

1.3.2. Support and implement programs that aim to reduce anti-social behaviour

Implement strategies to reduce illegal dumping, vandalism, graffiti and abandoned trolleys

Code	Responsible Unit	Action Name	Status	Comments
1.3.2.1	Compliance	Deliver campaigns and provide initiatives to target illegal dumping, vandalism, graffiti and abandoned trolleys	Progressing	<p>Council has employed a Waste Investigations Officer to focus on all forms of dumping including trolleys and general waste. In regards to rubbish dumping, this position has highlighted an increase in enforcement and a reduction in collection of dumped rubbish by Council. These reduction have occurred due to the following strategies:</p> <ul style="list-style-type: none"> - Letters informing residents to "dob in a dumper" distributed to premises near illegal rubbish dumping sites- Media articles - Fines and notices issued to people caught offending - Highly visible taping of rubbish dumping sites - Use of CCTV mobile camera - In regards to Shopping Trolleys, the following strategies have been implemented: <ul style="list-style-type: none"> - Meetings with shopping trolley owners, collectors and shopping centre management - seeking assistance and strategies to reduce shopping trolleys on footpaths - Letters to resident requesting them to stop leaving trolleys in public places and "dob in a dumper" - Generating media attention including media articles featured in local media and television with State Government Shadow Minister - Strict impounding and enforcement - resulting in trolleys being impounded by Council and fines issued to people caught dumping the trolleys and trolley owners when trolley not collected from the public street - Leaflets distributed outside major shopping centres - Letters to four State Ministers seeking amendment to the legislation <p>Compliance is continuing tagging and removing trolleys from the roadway.</p>

Deter anti-social behaviour through design

Code	Responsible Unit	Action Name	Status	Comments
1.3.2.2	Assets & Infrastructure	Implement place activation and design solutions that beautify the area and deter anti-social behaviour	Progressing	<p>Council has developed and implemented palm tree up-lighting in Railway Parade, Burwood, and shopfront ball way-lighting along the Georges River Road corridor in Croydon Park. Both projects were designed to enhance the aesthetics of the corresponding areas and support the growth of the local businesses by attracting new customers.</p> <p>A Shopfront Improvement Program and policy has been developed to provide local business owners and tenants who want to improve the appearance of their shopfront and building facades funding opportunities. The program aims to support the development of local businesses whilst raising the image of the Town Centre. This program has now been approved and adopted.</p> <p>Council has also designed and completed a new section of glass fencing along Burwood Road. The glass fencing includes the installation of stainless steel impact resistant bollards and laminated glass panels that will not only improve the overall safety for all outdoor eating patrons but will also enhance the appearance of the Burwood Town Centre.</p>

Encourage and promote a safe night time culture

Code	Responsible Unit	Action Name	Status	Comments
1.3.2.3	Assets & Infrastructure	Enhance street lighting, increase visibility and promote activities in and around town centres at night	Progressing	<p>Following the successful public lighting trial of new LED technology, Ausgrid has included several LED options as part of the default list of approved lanterns for pedestrian (P) category lighting. This new LED technology has been found to increase visibility, improve reliability, enhance energy efficiency and reduce overall costs for Council. As of 5 June 2019, Council has initiated the replacement of 905 LED lights within the Burwood LGA, approximately 95% of Council's local road street lighting inventory.</p>

1.4. A proud and inclusive community that celebrates diversity

1.4.1. Celebrate the achievements of the local community

Share the achievements of the local community and its members

Code	Responsible Unit	Action Name	Status	Comments
1.4.1.1	Corporate Planning & Communications	Publish information on local achievements through appropriate methods of communication	Progressing	Through our multiple communications channels, Council regularly provides updates and information for the community on local achievements to foster a sense of pride in the local area. Utilising social media, media releases, Council's website, the regular Mayoral column and newsletters, locals have been promoted through initiatives such as the Citizen of the Year Award, Citizenship Ceremonies and the 2019 Burwood Arts Prize. Council is also proud to support and promote local schools by featuring school bands, musicians and vocalists as well as the cadets at our events and memorial services.

Encourage and award achievements within the community

Code	Responsible Unit	Action Name	Status	Comments
1.4.1.2	Corporate Planning & Communications	Provide initiatives such as awards and incentives to promote achievements and encourage community participation	Progressing	Council strives to foster and recognise the unique, creative talent, great achievements and inspiring actions of our citizens. This semester, Council celebrated the achievements of its community with the Citizen of the Year Awards at the Australia Day celebrations on 24 January 2019. Burwood youth were recognised as part of Council's 'Young Voices out of the Shadows' public exhibition during Youth Week in April and also showcased local creative talent with the Burwood Art Prize and Multicultural Film Festival competitions. Council continued to provide a platform for local schools and community groups through performances at its events and services.

1.4.2. Engage with Culturally and Linguistically Diverse communities

Ensure information is accessible to CALD community members

Code	Responsible Unit	Action Name	Status	Comments
1.4.2.1	Corporate Planning & Communications	Provide translation support and information in relevant languages where appropriate	Progressing	<p>Council has included Google translate on its website to enable easy translation of content with up to 90% accuracy.</p> <p>Engagement was recently undertaken asking the community to have a say in what a modern library and community spaces might look like. The survey developed for the engagement was translated into simplified Chinese, Korean and Nepali to ensure these large and emerging Burwood LGA communities provided insights into future planning decisions that will benefit and enhance community life in Burwood.</p> <p>Signage promoting Council's language aide services is on display at Council's Customer Services and Library and Community Hub. In addition, contact details for Council's interpreter service features in all Council publications including advertisements, residential newsletters and signage. This information is also available in all outgoing mail and newsletters in the following languages: Arabic, Chinese, Croatian, Greek, Italian, Korean, Spanish, Russian and Tamil.</p> <p>Welcome to Burwood guides are available on Council's website in Mandarin, Korean, Arabic, Greek and Italian to provide information on Council's key services and initiatives.</p> <p>Council's Business Page on its website features a section in Chinese in order to provide information to the diverse business community.</p>

Harness the digital environment to provide information to CALD groups

Code	Responsible Unit	Action Name	Status	Comments
1.4.2.2	Corporate Planning & Communications	Identify and implement technology which will assist in providing information to CALD communities	Milestone	<p>Council became one of only three Councils in Australia to introduce WeChat. Burwood has a large Chinese speaking population with 30% of residents speaking either Mandarin or Cantonese. WeChat is a Chinese-based social media platform that enables Council to provide news and information on Council's services to Chinese speaking residents.</p> <p>Council has included Google translate on its website to enable easy translation of content with up to 90% accuracy, ensuring all in our community are able to access important information.</p>

Develop key relationships with CALD service providers

Code	Responsible Unit	Action Name	Status	Comments
1.4.2.3	Community, Library & Aquatic Services	Identify and support CALD service providers that offer services within the community	Progressing	<p>Council staff provided assistance to a range of culturally and linguistically diverse (CALD) service providers.</p> <p>A bi-cultural support worker attended Council's Mobile Play Van service. This worker assisted Council staff in communicating and liaising with attendees from different CALD groups, especially Chinese speaking community members.</p> <p>Council staff made a key contribution to the Family Fun Day event held in April 2019 that was coordinated by Metro Assist. The event provided over 1000 families with exposure to 24 community agencies, many of which were CALD service providers.</p> <p>Council staff partnered with Chinese Australian Services Society (CASS) to deliver English conversation classes at Speaker's Corner at the Woodstock Community Centre.</p> <p>Council's Community Grants Program supported a diverse range of local community organisations, including those who provide services to the local CALD community.</p> <p>Council staff worked with local Police to deliver safety presentations quarterly to over 100 international college students in Burwood. The presentations helped to explain Australia's enforcement laws and safety tips on how to stay safe.</p> <p>Burwood prides itself on becoming an increasingly diverse community made up of many languages and cultural groups. In order to understand and appreciate our many cultures, Council must identify and support local CALD services. This assistance builds local connections and creates a more engaged community.</p>

Provide opportunities for CALD communities to share and celebrate their cultures

Code	Responsible Unit	Action Name	Status	Comments
1.4.2.4	Community, Library & Aquatic Services	Host and support inclusive activities and initiatives to improve communication between different cultural groups and between cultural groups and council	Progressing	<p>Council staff supported a range of activities and initiatives to improve connections between Council and local cultural groups.</p> <p>Regular meetings were held with the Multicultural Advisory Committee (MAC) that provided advice on issues impacting on culturally and linguistically diverse (CALD) communities in Burwood. The key recommendation arising from the MAC was to offer CALD community members an opportunity to creatively express their experiences of multiculturalism through a film project. Council adopted this recommendation and provided \$5,000 in funding to deliver this project. The result was the 2019 Multicultural Film Festival, which was screened at the Woodstock Artisan Market on 23 June 2019.</p> <p>Council engaged a bi-cultural support officer at its Mobile Play Van service and at other community initiatives, such as International Women's Day. The worker engaged local Chinese parents and grandparents who are of non-English speaking backgrounds. The support enabled Council to better understand the needs of local cultural groups and build relationships with different CALD groups.</p> <p>In doing so, Council is fostering social harmony, increasing community awareness and building a stronger and more cohesive community.</p>

1.4.3. Coordinate, facilitate and support inclusive cultural events and initiatives to celebrate community, diversity and cultural heritage

Provide a program of inclusive community events which celebrate diversity

Code	Responsible Unit	Action Name	Status	Comments
1.4.3.1	Community, Library & Aquatic Services	Engage with different cultural groups and encourage participation in events and services	Progressing	<p>Council staff engaged with a wide range of cultural groups through community development programs and activities.</p> <p>The Multicultural Advisory Committee (MAC): a diverse group of local community leaders who come together to discuss and provide advice to Council on multicultural issues. This year the MAC delivered their first local community initiative, a Multicultural Film Festival at Woodstock Park.</p> <p>The Burwood Youth Advisory Group (BYAG) is made up of a diverse group of young people who provide advice on Council's youth-focused future initiatives and deliver youth programs in conjunction with Council staff.</p>

Code	Responsible Unit	Action Name	Status	Comments
				<p>Bilingual support was provided to Council's Mobile Play Van to assist in communicating with seniors from culturally and linguistically diverse (CALD) backgrounds who are carers for their grandchildren.</p> <p>Council translated a range of material into Chinese languages, including the quarterly Community Programs brochure.</p> <p>Culture is a strong part of people's lives. It influences their views, values and connections. Through these actions, Council is building a more engaged and culturally connected community.</p>
Seek to support events and activities within the area that celebrate diversity				
Code	Responsible Unit	Action Name	Status	Comments
1.4.3.2	Corporate Planning & Communications	Provide support or sponsorship to cultural events and activities within the community	Progressing	<p>Council entered into an agreement to partner with ACCA to deliver a China Fun Lunar New Year carnival to celebrate Chinese New Year in 2019. This is the fifth time that Council has partnered with ACCA to deliver the event.</p> <p>Council has continued its support and sponsorship of the annual Vasak Day held on 19 May, which brought together the community's Buddhists and non-Buddhists alike to celebrate the birth, enlightenment and passing of Buddha.</p>

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

Preserve and maintain the area's heritage and history

Code	Responsible Unit	Action Name	Status	Comments
1.4.4.1	Community, Library & Aquatic Services	Support initiatives which celebrate the area's history and heritage	Progressing	<p>Council undertook a number of actions to support and celebrate history and heritage, including:</p> <ul style="list-style-type: none"> - Council's Local Studies collection showcased the area's history and heritage, and information is provided to students and researchers through formal requests - Use of creative displays to highlight the area's heritage <p>Council staff worked closely with the local Family History Group and the Burwood and District Historical Society.</p>

Preserve and promote the local Indigenous history and identify existing cultures

Code	Responsible Unit	Action Name	Status	Comments
1.4.4.2	Community, Library & Aquatic Services	Develop a strategy to acknowledge and celebrate the local Indigenous history and community	Progressing	<p>A number of actions were undertaken to acknowledge and celebrate local indigenous history.</p> <p>Council provided funding to the NAIDOC Week School Initiatives Program, which actively promotes education and awareness of Aboriginal and Torres Strait Islander culture amongst primary and high school students. Council staff are currently planning a free NAIDOC event to be held in July 2019. This event will showcase indigenous stories, dance and music to over 100 parents and children aged 5 – 12 years.</p> <p>Council commenced investigations into the potential development of a local Reconciliation Action Plan. This will be further progressed in FY19/20.</p> <p>Council's Cultural Plan 2018-2022 includes an action to recognise local indigenous history through the provision of public art. A project is currently underway to incorporate Aboriginal themes into public art projects, such as the Burwood Park Community Centre.</p> <p>Council is committed to acknowledging First Nations people and supporting initiatives towards reconciliation.</p>

Remember and reflect on Australia's history in local context

Code	Responsible Unit	Action Name	Status	Comments

Code	Responsible Unit	Action Name	Status	Comments
1.4.4.3	Corporate Planning & Communications	Host events and services which promote awareness of Australian history such as Australia Day and Anzac Day and history of a local significance	Milestone	<p>Retaining the stories, history and heritage of the area is very important to the Burwood Community. During the six month period, Council held three significant events that celebrated, commemorated and raised awareness of Burwood's role in Australian history.</p> <p>The Australia Day event brought Burwood's diverse community together to celebrate what makes us one. Family activities included jumping castles, bungee trampolining, face painting and designated spaces for family picnicking and mingling. The event also included an outdoor screening of two famous Australian movies – Babe (1994) and Paper Planes (2015).</p> <p>Under the theme of 'Coming Home' the 2019 Anzac Day Commemorative Service and the Burwood National Servicemen's Nashos Commemorative Service paid tribute to those who served and died, as well as those who returned physically and emotionally scarred. The Anzac Service commemorated the brave men and women who had served and are currently serving the nation.</p> <p>The National Servicemen or 'Nashos' as they have affectionately become known answered the call through the National Service Scheme of 1951 to 1972 and fought alongside the Australian Armed Services. Held in June, this year marked the 12th anniversary of Council's annual event.</p>

1.4.5. Promote volunteering opportunities and local participation

Work with agencies to support volunteering and partner with culturally specific organisations to provide opportunities for volunteers of CALD background

Code	Responsible Unit	Action Name	Status	Comments
1.4.5.1	Community, Library & Aquatic Services	Form strategic partnerships and support local volunteering initiatives	Progressing	<p>Council recognises the importance and value of volunteering and the contribution volunteers make to their local community. Council's Volunteer Network implemented a range of strategies to support volunteering in Burwood and the Inner West. This included volunteer recruitment and marketing strategies, promotion of volunteering opportunities and support and coordination of events, projects and initiatives.</p> <p>Examples include:</p> <ul style="list-style-type: none"> - Promotion of volunteering through the Burwood Council, Volunteer

Code	Responsible Unit	Action Name	Status	Comments
				<p>Network and GoVolunteer websites and through Volunteer Outreach and Information Sessions</p> <ul style="list-style-type: none"> - Establishment and maintenance of strategic partnerships with Multicultural Care and Chinese Australian Services Society (CASS) to increase the number of volunteers from CALD backgrounds - Support provided for local volunteering initiatives in the Inner West, including the Amy Large Volunteer of Year Awards in conjunction with Inner West Council, Burwood Youth 2019 Change Maker Awards, Speakers Corner, South West & Inner West Sydney 2019 Service Providers Best Practice Forum, implementing independence, wellness and re-ablement models in CHSP and Home Care Program, International Women's Day and the Stay Standing Program (falls prevention for seniors) <p>The Volunteer Network fielded 265 enquiries regarding volunteering with 92 specifically about volunteering in the Burwood Local Government Area (LGA). Of the enquiries, 25 volunteer interviews were conducted and 245 volunteers were referred to not-for-profit organisations in the Inner West Area.</p>

Provide volunteering opportunities and participation within Council

Code	Responsible Unit	Action Name	Status	Comments
1.4.5.2	Organisation Development	Seek volunteering opportunities for Council projects, initiatives and events where possible	Progressing	During the reporting period, an ongoing number of volunteers were engaged at the Operations Centre to carry out essential administrative/record keeping activities. Additionally, opportunities have been provided to Volunteers to gain valuable experience in the Records Management area. Council's program through the Volunteer Network continues to provide volunteering opportunities for both Council, external agencies and businesses.

Support the capacity of the local community to develop projects, events and activities

Code	Responsible Unit	Action Name	Status	Comments
1.4.5.3	Community, Library & Aquatic Services	Provide skills development and project mentoring for individuals and groups	Progressing	Council staff provided support and professional advice to 147 Commonwealth Home Support Program (CHSP) services across the Inner West Region. The support included mentoring, guidance for service implementation and training assistance to boards and management committees. In addition, 6 sessions on Commonwealth aged care reforms were delivered to around 120 participants. These activities build capacity in local services to address social issues, particularly for older people in the community.



Leadership and innovation

Leadership and innovation

2.1. Community confidence in Council's decision making

2.1.1. Provide opportunities for discussions and report decisions back to the community

Consult and engage with the community on issues that impact the local community

Code	Responsible Unit	Action Name	Status	Comments
2.1.1.1	Governance	Conduct workshops, special meetings and forums when necessary	Progressing	Open Forums are held at Ordinary Council Meetings where members of the public may address Council on a matter that is not on the agenda for that meeting. During the reporting period Council held open forums at each Council Ordinary Meeting. There is no Open Forum held at Extra-ordinary Council Meetings. There were no representations by the Public during the reporting period.

Provide an opportunity for the community to provide input and feedback on major decisions

Code	Responsible Unit	Action Name	Status	Comments
2.1.1.2	Corporate Planning & Communications	Undertake community consultations in line with the Community Engagement Strategy	Progressing	Community Engagement is a key framework that Council operates within, ensuring the community are able to participate in decision-making that affects the quality of their environment and lifestyle. Council undertook extensive consultation in the last semester with the community on its proposal to apply for a special rate variation (SRV). The consultation, entitled Funding our Future, included a broad range of traditional and innovative engagement methods. The engagement report was included in the application to the Independent Pricing and Regulatory Tribunal (IPART) and contributed to the approval of the SRV. Community wide consultation was undertaken as part of its re-branding project, which included focus groups and surveys with community members and Councillors. The report along with the final brand identity was endorsed by Council. As part of investigations into creating more community spaces and a library upgrade, Council asked the community to have their say on what a modern library and community spaces might look like. An online survey translated into three languages gathered over 250 responses and two focus groups were facilitated. The outcome will inform future planning.

Report outcomes of Council decisions and resolutions

Code	Responsible Unit	Action Name	Status	Comments
2.1.1.3	Governance	Provide information to the community on outcomes of Council decisions and resolutions in a timely manner	Progressing	Council during the reporting period held five Ordinary Council Meetings which were held on 5 February, 26 March, 23 April, 28 May, 25 June and an Extra-ordinary Council Meeting 22 May. The Council Agendas were published on Council's website six days prior to the meeting. The Council Meeting Minutes were published on Council's website within two days from the meeting.

2.1.2. Inform the community on key regional projects and plans

Inform the community on key infrastructure projects which affect the local community

Code	Responsible Unit	Action Name	Status	Comments
2.1.2.1	Assets & Infrastructure	Provide information on major infrastructure projects that impact the local area and community	Progressing	<p>Major infrastructure projects completed or commenced this half year are:</p> <p>Burwood</p> <ul style="list-style-type: none"> - Nicholson St – Stormwater drainage upgrades and road re-sheeting - Pilchers Lane road re-sheeting - Footpath reconstruction works at Fitzroy St, Homsey St, Oxford St, Quandong Ave, Tahlee St and Waimea St - Stormwater Upgrades at Clarence St from Burwood Rd to Shaftesbury Ave and Seale St from Angelo St to Quandong Ave - Sanders Reserve Playground upgrade - New pedestrian glass fencing along Burwood Rd from Victoria St East to George St - Planting of Cherry Blossoms trees in Burwood CBD <p>Croydon</p> <ul style="list-style-type: none"> - Road re-sheeting at Young St from Meta St to Grosvenor St - Footpath upgrades at Chelmsford Ave, Cheltenham Rd, Cross St, Croydon Ave, Lucas Rd, Paisley Rd, Robinson St and Webb St - Blair Park amenities building upgrade and extension - The Strand beautification works – Croydon Shopping Centre <p>Croydon Park</p> <ul style="list-style-type: none"> - Footpath upgrades at Blenheim St, Brighton St, Parkhill St, Tangarra St, Violet St and Coronation Parade <p>Enfield</p>

Code	Responsible Unit	Action Name	Status	Comments
				<ul style="list-style-type: none"> - Kerb and gutter reconstruction at King St - Footpath upgrades at Coronation Parade, Liverpool Rd, Llangollan Ave and Mitchell St - Installation of additional new solar lighting along walking track at Henley Park - Replacement and upgrade of the exercise equipment along Henley Park walking track- Replacement of 5 picnic shelters - Relocation/new cricket pitch on the western field of Henley Park - New sports field flood lighting at Henley Park
				<p>Strathfield</p> <ul style="list-style-type: none"> - Footpath upgrade at The Boulevarde

Provide community education on Council policies and regulations and other legislation which affects the community

Code	Responsible Unit	Action Name	Status	Comments
2.1.2.2	Governance	Distribute relevant information in a format that is easy to understand to ensure the community are aware of any changes to policies, regulations or legislation	Progressing	During Council's Governance reporting period, the Office of Local Government's new Model Code of Meeting Practice was placed on public exhibition for a period of 42 days. The Model Code of Meeting practice affects the conduct of Council meetings. Members of the community were able to make comment; however, Council received no comment. The draft Code of Meeting Practice was adopted at the Council Meeting on 26 March 2019. The new Code of Meeting Practice will be effective from the next Council Meeting, 23 July 2019. The document has been published on Council's website for members of the community.

2.1.3. Ensure transparency and accountability in decision making

Audit and evaluate projects and report outcomes to the community where possible

Code	Responsible Unit	Action Name	Status	Comments
2.1.3.1	Information Technology	Provide transparent auditing processes and ensure reports are made available to the community where appropriate	Progressing	<p>Council continued its schedule of Audit, Risk and Improvement Committee meetings with two meetings held during the reporting period, on 19 February and 27 May 2019.</p> <p>At these meetings the Committee were presented with the following reports:</p> <ul style="list-style-type: none"> - Rates Management Review – Internal Audit Report

Code	Responsible Unit	Action Name	Status	Comments
				<ul style="list-style-type: none"> - 2018-19 Audit Engagement Plan - Recruitment and Selection Review – Progress Report - Event Management Process – Internal Auditor Selection and Evaluation Process Report - IT Vulnerability Test – Progress Update

Provide information in a transparent manner

Code	Responsible Unit	Action Name	Status	Comments
2.1.3.2	Governance	Ensure all public information is accessible and made available in a timely manner	Progressing	<p>All Council Policies, Delegations and Resolutions of Council and the Burwood Planning Panel are made available on Council's website.</p> <p>During the reporting period, 80 informal applications and 29 formal applications have been processed under the Government Information (Public Access) Act 2009.</p>

Provide efficient and transparent procurement and purchasing

Code	Responsible Unit	Action Name	Status	Comments
2.1.3.3	Finance & Resource Management	Maintain a transparent process when engaging with contractors, suppliers and businesses	Milestone	<p>Council has set in place effective and efficient processes for purchasing and procurement of goods and services through a comprehensive Procurement Strategy and Purchasing and Contract Management Corporate Practice along with Tendering Manual. These are updated on a regular basis in accordance with Council's Corporate Review Practice.</p> <p>In addition Council uses a number of prescribed agencies for contracts and supply agreements, namely Local Government Procurement (LGP), and Procurement Australia (PA). Council is part of Southern Sydney Region of Councils (SSROC), and utilise some of their contracts to enable transparency and accountability. For certain purchases the NSW Government Contracts are used.</p>

2.2 Strong partnerships to benefit the community

2.2.1. Maintain dialogue between neighbouring councils to share resources and improve provision of services
Participate in regional associations and seek opportunities to work with neighbouring councils

Code	Responsible Unit	Action Name	Status	Comments
2.2.1.1	Organisation Development	Participate in inter-agencies and networks within the region and deliver initiatives through established Memorandums of Understanding	Progressing	Council continues its active cooperation with the City Of Canada Bay for resource/service sharing arrangements. Strategic collaboration has been promoted in the reporting period with all neighbouring councils (Canada Bay, Strathfield, Inner West and Canterbury-Bankstown) in the preparation of Local Strategic Planning Statements and regional plans. Council is an active participant on a number of industry networks and attends regular meetings (i.e. StateCover; Local Government Professionals NSW; Local Government NSW; CivicRisk Mutual)

2.2.2. Develop strategic partnerships that will benefit the area and community

Maintain and establish relationships with State and Federal agencies, service providers and not for profits

Code	Responsible Unit	Action Name	Status	Comments
2.2.2.1	Community, Library & Aquatic Services	Seek funding opportunities and work with State and Federal agencies on initiatives that will benefit the community	Progressing	<p>A range of funding opportunities were investigated by Council during the year with a number of grants being secured. This includes:</p> <ul style="list-style-type: none"> - A \$330,321 grant from Sport Australia to develop an innovative obstacle course fitness structure for youth in Grant Park - A \$49,277 grant from the Department of Social Services (DSS) for a youth/ mental health project called Stronger Minds Stronger Youth. This is a two year project and is currently being delivered by Council staff - A \$5,000 grant from Club Grants to deliver an E-Safety project with 'tweens' aged 9-12 years - A \$7,500 grant from Club Grants to deliver Council's Seniors festival - A \$2,000 Youth Week NSW grant from the Department of Family and Community Services to deliver the Burwood Youth Change Maker Awards - Funding of \$11,500 from Club Burwood RSL and others to run the Groovability Festival

Code	Responsible Unit	Action Name	Status	Comments
2.2.2.1	Community, Library & Aquatic Services	Participate in regional alliances and local interagencies	Progressing	<p>Council staff also worked with the Collaborative Practice Management Group (CPMG) to identify child and family needs across the Sydney District in terms of Targeted Early Intervention (TEI) funding and priority areas. This group includes Government and non-government agencies and peak bodies. Staff commenced work on the development of a new Community Safety and Crime Prevention Plan which can facilitate access to NSW Department of Justice crime prevention grants.</p> <p>This funding helps to build Council's capacity to respond to social needs in the area.</p> <p>Council participated in the following interagencies and alliances:</p> <ul style="list-style-type: none"> - Convened three Community Care Forums with an average of 40 attendees per session - Collaborated with state-wide peak bodies in delivering 6 Aged Care specific information sessions for culturally and linguistically diverse (CALD) residents across the Inner West - Collaborated with Ethnic Communities Council NSW in implementing the National Speak my Language Program with 5 sessions rolled out in the Inner West Region, including Burwood - Collaborated with Inner West and Canada Bay Councils on aged care consultations - Partnered with the Library Service to deliver 6 information sessions reading the Australian Aged Care System to residents - Collaborated with the state-wide Sector Support and Development Officer (SSDO) Network in developing Commonwealth Home Support Program (CHSP) resources which were distributed across the state - Collaborated with state-wide CHSP trainers and SSDOs to prepare responses to 3 Government issues papers - Facilitated three information sessions for 60 participants on wellness and re-ablement reforms - Participated on state-wide training advisory committees and training panels and provided feedback regarding CHSP and workforce needs.

2.3. Ensure financial sustainability and organisational effectiveness

2.3.1. Identify and maintain additional revenue sources to ensure financial sustainability

Maintain an investment strategy and policy

Code	Responsible Unit	Action Name	Status	Comments
2.3.1.1	Finance & Resource Management	Implement appropriate strategies and report outcomes to Council	Milestone	<p>Council has developed an Investment Strategy and an Investment Policy through a third party Investment advisor which are reviewed regularly. Council invests surplus funds with various Financial Institutions during the year. These invested funds have been receiving at least 0.25 basis points above the RBA official rate. Council staff ensures that these invested funds are in secure financial instruments.</p> <p>Staff ensure that Council are made aware of all Invested Funds through a monthly report tabled at each available meeting in accordance with Legislative requirements.</p>

Investigate opportunities to expand revenue from commercial operations, property portfolio and other income generating assets

Code	Responsible Unit	Action Name	Status	Comments
2.3.1.2		Manage Council's property portfolio to ensure best value returns and to ensure properties are developed, renewed and maintained for the benefit of the community	Progressing	<p>Council has achieved continual comparable market rental across its leased properties. The assets are regularly maintained to ensure requirements and compliance is met for community use.</p> <p>Council is currently reviewing its Property Strategy which outlines the manner in which Council should seek to effectively conduct all of the activities relating to Council's property portfolio. The purpose of the review is to ensure Council's property strategy continues to demonstrate a 'whole of Council' framework in managing its property assets and that the guiding principles align Council's property portfolio with its service delivery. The aim of the Property Strategy will continue to assist Council in working towards financial sustainability.</p>

Seek additional sources of income to improve financial sustainability such as discounted loans, financial grants and special variations

Code	Responsible Unit	Action Name	Status	Comments
2.3.1.3	Finance & Resource Management	Identify the community's capacity and willingness for additional sources of income and implement where appropriate or required	Milestone	<p>During the first half of the year, Council staff commenced a strategy to further reduce Council's Infrastructure Drainage backlog. A review and updating of the current Infrastructure and Building Asset Plans were completed. To fund the reduction of the backlog Council agreed to make application to IPART for a Special Rate Variation to address the shortfall in funding to achieve this goal. Council's Long Term Financial Plan (LTFP) was developed incorporating backlog calculations, community consultation was undertaken and a submission was commenced. Council submitted an application to IPART in February 2019 for a four year 2% above rate peg increase; Council was notified on the 14 May 2019 that the application was successful.</p> <p>In addition Council sought additional Loan Funding in 2018-19 through TCorp, borrowing \$1 million at an attractive interest rate for additional Infrastructure Drainage works.</p>

*2.3.2. Ensure the organisation is well led, staff can carry out their roles efficiently and effectively in line with the community's vision
Deliver services and initiatives to the community in line with Council's Community Strategic Plan and supporting documentation*

Code	Responsible Unit	Action Name	Status	Comments
2.3.2.1	Corporate Planning & Communications	Develop, review and monitor a Resourcing Strategy including a Workforce Plan, Asset Management Plan and Long Term Financial Plan	Milestone	<p>Council adopted the Resourcing Strategy including the Workforce Plan, Asset Management Plan and Long Term Financial Plan at the 5 February Council meeting. The purpose of the Resourcing Strategy is to demonstrate to the community that Council has committed sufficient resources, time, money, assets and people to deliver the community's vision and aspirations for Burwood.</p>

Ensure corporate values and objectives align with the community's vision

Code	Responsible Unit	Action Name	Status	Comments
2.3.2.2	Organisation Development	Develop, review and monitor a Corporate Plan	Progressing	<p>During the reporting period, Council has been undertaking extensive work with its Leadership Team, aimed in particular at the development of an internal Corporate Strategic Plan. The plan was finalised in June 2019, and its implementation will be complementary to the delivery of the Community's plan, Burwood2030.</p>

Provide structured procedures and processes to ensure organisational effectiveness

Code	Responsible Unit	Action Name	Status	Comments
2.3.2.3	Organisation Development	Identify and implement frameworks that will improve organisational efficiency and business excellence	Progressing	In September 2018, Council approved a review of the organisation structure, which included the introduction of specific functions and roles for Corporate Planning and for Business Excellence and Improvement, aimed at identifying clear links between community plans and best practice service delivery. Under its continuous improvement approach, Council conducts regular services reviews each year, to ensure services provided are aligned with community's expectations.

2.4. Efficient and innovative customer focused services

2.4.1. Provide a 'one stop shop' for customers

Optimise the experiences of visitors to Council

Code	Responsible Unit	Action Name	Status	Comments
2.4.1.1		Implement a service centre at the new Council Administration offices	Progressing	The service centre design plans are in the final stages of review and consideration. Engagement with staff has been undertaken throughout the design process and Council is currently conducting a survey on its customer service experience. Council's new administration office at Conder Street is expected to generate numerous synergies and open up opportunities to increase service levels across the broader community. Council remains on target to implement the new service centre in line with the completion of the construction, anticipated to be at the end of the 2019 year.

Identify ways to provide enhanced customer service at key facilities

Code	Responsible Unit	Action Name	Status	Comments
2.4.1.2	Customer Service & Records	Identify and implement the use of concierges and undertake customer service training with relevant staff	Progressing	Council is currently investigating the use of concierges at Customer Service in line with goal 2.4.1 of Council's Community Strategic Plan. Council is researching different service models into its new customer service centre as part of the relocation to Conder Street scheduled for the end of 2019.

Maintain high quality customer service for all points of contact

Code	Responsible Unit	Action Name	Status	Comments
2.4.1.3	Customer Service & Records	Ensure customers are attended to in line with service standards	Progressing	During the period 1 January 2019 to 30 June 2019, a total of 4246 customers were served at the counter, with 79% of them being served within five minutes. Of the 19,637 calls received during the period, 73% were answered in less than forty seconds.

2.4.2. Modernise and digitise relevant services to meet the needs of the community
Allow customers to 'do business with Council' entirely online

Code	Responsible Unit	Action Name	Status	Comments
2.4.2.1	Information Technology	Digitise all forms, applications, requests and payment methods where possible	Progressing	Council has completed the implementation of an Online Application tracking system. The solution provides 24/7 online access to information and documents, submitted from 1 January 2019 and relating to development applications, construction certificates, complying development certificates and occupation certificates.

Explore new online communication tools

Code	Responsible Unit	Action Name	Status	Comments
2.4.2.2	Information Technology	Identify and implement technology that will enhance and improve customer experience	Progressing	Council has implemented a new integrated planning and reporting system. The solution has streamlined and facilitated the collection of planning and reporting information, resulting in efficiencies in the regular production of Council's Annual Report. Council has carried out a review of the software system used to manage the development application process. The review has ensured that information available on Council's new Online Application Tracking System is timely and accurate.

2.4.3. Provide opportunity for ongoing community feedback to ensure best practice

Allow customers to provide immediate feedback on their experience

Code	Responsible Unit	Action Name	Status	Comments
2.4.3.1	Customer Service & Records	Implement customer feedback mechanisms at Council facilities to receive immediate feedback on customer experience	Progressing	Council has introduced new customer feedback software and a terminal at Woodstock Community Centre. The electronic questionnaire will allow customers to provide immediate feedback on their experience and it will also guide decision-making processes for future activities at the facilities.

Monitor and measure Council's customer service

Code	Responsible Unit	Action Name	Status	Comments
2.4.3.2	Customer Service & Records	Conduct initiatives to support and improve the training of Council staff in customer service	Progressing	Customer Service staff have completed a 'Listen to Win' training session aimed at improving listening techniques to ensure a better service is provided to customers.

Improve overall customer satisfaction

Code	Responsible Unit	Action Name	Status	Comments
2.4.3.3	Customer Service & Records	Conduct regular surveys to gauge customer experience	Progressing	During the semester, monthly meetings were held with Council's Multicultural Advisory Committee (MAC) on issues impacting culturally and linguistically diverse (CALD) communities in Burwood. Monthly meetings were held with Council's youth committee, the Burwood Youth Advisory Group (BYAG) on the future needs of youth and their current engagement with the Burwood area. Council's networks such as the Child and Family Interagency and Youth Interagency are used frequently to engage with a range of local service providers on community needs and experiences. Council also consulted with seniors about running a series of assisted bus trips in the Burwood LGA, better connecting them to local services and activities.

2.5. Leaders in the Local Government sector

2.5.1 Provide strong leadership and advocacy on behalf of the community

Support the roles of Council and Councillors to ensure elected leaders can govern efficiently and effectively on behalf of the community

Code	Responsible Unit	Action Name	Status	Comments
2.5.1.1	Governance	Conduct regular training and induction sessions to support Councillors	Progressing	<p>The Office of Local Government has issued mandatory requirements that deal with Councillor Induction and Professional Development. As part of this requirement, Council was required to develop and adopt a Councillor Induction and Professional Development Policy which includes a training program. Council adopted the Policy on 26 March 2019. During the reporting period, all Councillors have undertaken a professional development assessment with LGNSW and an individual development program will be developed.</p> <p>During the period, the following Councillor Workshops were conducted:</p> <ul style="list-style-type: none"> - February 2019 - Funding our Future and Special Rate Variation - March 2019 - Local Strategic Planning Statement and Relocation of the Administration Building - April 2019 - Enfield Aquatic Centre Master Plan - May 2019 - Local Strategic Planning Statement

2.5.2. Monitor and review Council's performance against other councils

Review Council's services and functions to gauge residents' satisfaction and benchmark performance against other councils

Code	Responsible Unit	Action Name	Status	Comments
2.5.2.1	Customer Service & Records	Participate in benchmarking activities and analyse results to improve Council's performance (in areas such as financial sustainability, customer services, and other service provisions)	Progressing	<p>During the semester Council received the National Local Government Customer Service Benchmarking results.</p> <p>Burwood Council Customer Service ranked 1st for percentage of phone calls answered within KPI target and 2nd for phone abandonment rate for a Council with less than 200 Full Time Employees (FTE).</p>

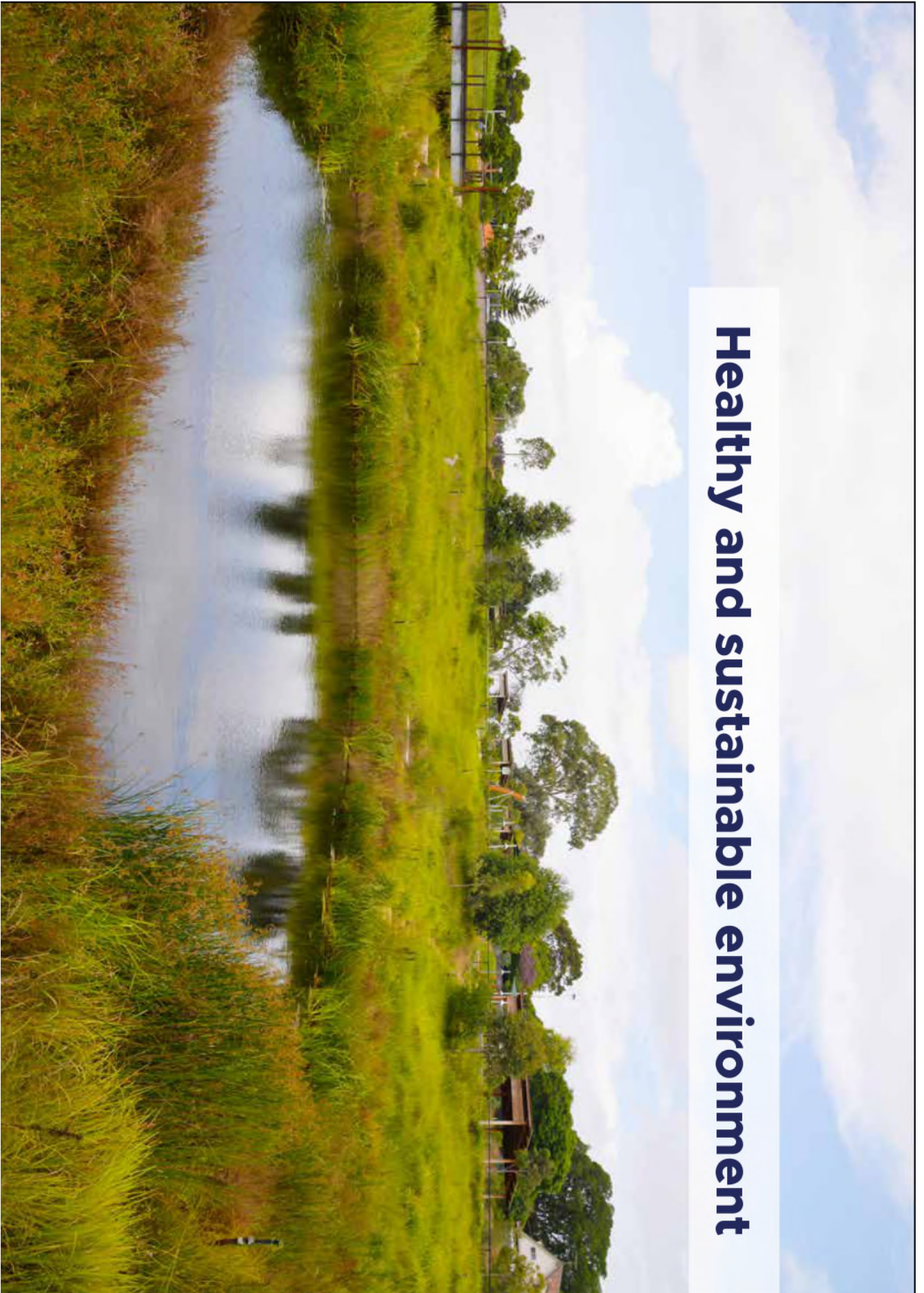
2.5.3. Strive for business excellence through innovation

Implement technology which will increase efficiencies and productivity

Code	Responsible Unit	Action Name	Status	Comments
2.5.3.1	Information Technology	Undertake an assessment of available technology to identify solutions that will streamline business processes	Progressing	<p>Council has continued to increase the amount of information available to Operations Centre staff in the field by implementing additional applications and software solutions on mobile and tablet devices. The access to information systems while out in the field has allowed staff to streamline workflows and increase efficiencies.</p> <p>Council has carried out several upgrades to Internet and Wide Area Network connections:</p> <ul style="list-style-type: none"> - A faster internet connection is now in use at Council, removing previous internet access limitations and facilitating access to online information and to cloud based systems by staff - Council has increased the speed of the Wide Area Network connection to the Operations Centre, removing a previous bottleneck and delivering effective access to systems and information for Operations Centre staff <p>Network upgrades to Woodstock Community Centre and the Enfield Aquatic Centre are scheduled to be completed in 2019. The faster connections will increase the speed and flexibility of access to information for staff as well as improved business continuity in the event of a disaster.</p> <p>Council has completed the migration of the infringement system to a software as a service solution. The new system went live in February 2019 and has streamlined workflows for Council's compliance team.</p> <p>Council upgraded all staff PCs to Windows 10 in January 2019. The new operating system has delivered a more modern user interface, faster operation and improved security features. The completion of this project has ensured long term compatibility with the large variety of software that is used at Council.</p>

2.5.4. Anticipate emerging trends and changes that will impact the area
Proactively monitor external strategies, technology and solutions that have the potential to impact Burwood

Code	Responsible Unit	Action Name	Status	Comments
2.5.4.1	Customer Service & Records	Seek opportunities to be involved in pilot programs and other initiatives aimed at assessing customer needs	Progressing	Council is currently investigating the implementation of a new booking system that includes online bookings capabilities. This is aimed at increasing the efficiency of the booking process, making our facilities more attractive to current and potential hirers and to providing easier access to information for Customers.



Healthy and sustainable environment

Healthy and sustainable environment

3.1. Maintain and enhance green and open spaces

3.1.1. Ensure strong planning controls to protect and encourage open and green spaces

Ensure planning policies enhance and protect open and green space where appropriate

Code	Responsible Unit	Action Name	Status	Comments
3.1.1.1	Assets & Infrastructure	Develop specific plans of management for public spaces	Progressing	As part of the Burwood Place (Holdmark Development VPA), Council staff have had some preliminary design discussions with the developers for a new urban park to be located on the existing Burwood Council Library and Community Hub car park site. A plan of management for this new public open space will be developed in due course.
3.1.1.1	Strategic Planning, Heritage & Place Planning	Ensure State and District Plan strategies are included into relevant Council planning policies	Milestone	A Draft Local Strategic Planning Statement (LSPS) is nearly complete, with an anticipated exhibition in August 2019 incorporating State and District Plan strategies.
3.1.1.1	Strategic Planning, Heritage & Place Planning	Provide strategic planning input into future development proposal where possible	Progressing	The project is ongoing, as the strategic planning team becomes involved in upfront discussions with proponents and improves green/grey infrastructure and public domain outcomes. Good design will be embedded within LSPS and local character statements.
3.1.1.1	Assets & Infrastructure	Identify opportunities to increase canopy coverage within the area	Progressing	<p>Trees in Burwood are managed according to the following categories:</p> <ul style="list-style-type: none"> - Trees on private property - Street trees - Park trees <p>Trees on private property are managed according to Council's Development Control Plan. Council owned street trees are managed under Council's Street Tree Management Strategy. Council has recently undertaken street tree planting in various locations. Street tree management and new street tree planting is an ongoing activity. Staff have prepared a street tree master plan drawing for the Burwood Town Centre. This drawing shows existing trees and identifies locations for future tree planting in the Town Centre. Suggested tree species are noted on the drawing. Trees in Council's parks and reserves are managed according to the various park's plans of management.</p>

Code	Responsible Unit	Action Name	Status	Comments
				<p>Staff have recently planted some "landmark" trees in Burwood Park and at the Woodstock Community Centre. The management of all trees in the Burwood Local Government Area is aimed at increasing the overall urban tree canopy and so there is no net loss. Council has also allocated \$100,000 to planting 500 trees in the Burwood LGA commencing in the 2019/20 financial year.</p> <p>Council staff will be developing a strategy to implement these trees in the most suitable locations to best increase the urban tree canopy and reduce the overall temperature of the urban environment.</p>

3.1.2. Pursue partnerships and opportunities to create new open spaces
Negotiate with developers for additional space upon redevelopment of sites

Code	Responsible Unit	Action Name	Status	Comments
3.1.2.1	Strategic Planning, Heritage & Place Planning	Quantify and report on additional open space provided as part of redevelopment	Progressing	<p>Council has initiated discussions with the Department and Government Architect offices to improve public space outcomes and is focussed on the improvements to both green/grey infrastructure. Council is collaborating with both agencies to implement improved spatial planning for this infrastructure through LSPS and design-oriented strategic planning. This will also involve an LGA-wide masterplan.</p>

3.1.3. Ensure regular cleaning and maintenance of local areas to prevent damage to the environment
Monitor and maintain local streets to mitigate risk to the environment

Code	Responsible Unit	Action Name	Status	Comments
3.1.3.1	Operations	Provide regular street sweeping and maintenance services	Progressing	<p>Council undertakes daily cleaning of the CBD areas with a combination of machine/manual sweeping techniques.</p> <p>Burwood Council's road network of approximately 91 lineal kms is swept over a three week sweeping cycle. An additional 30 lineal km's of the network is completed each week, following the introduction of a second afternoon sweeping cycle</p> <p>Council has responded to 67 additional sweeping customer requests in the second half of the fiscal year.</p>

Code	Responsible Unit	Action Name	Status	Comments
				Council's proactive street sweeping program has contributed to a reduction of flooding instances during the storm events experienced in the first half of the fiscal year.
Maintain the stormwater drainage network				
Code	Responsible Unit	Action Name	Status	Comments
3.1.3.2	Operations	Regularly maintain and clean the stormwater drainage network and clear blocked pits	Progressing	<p>Council actively and routinely inspects pits identified as being hot spot or critical and schedule cleaning of these pits and pipes.</p> <p>Council responds reactively to Customer requests within the stipulated time frames. Council Staff responded to 48 customer inquiries in the second half of the fiscal year.</p>
Remove priority weeds from public spaces				
Code	Responsible Unit	Action Name	Status	Comments
3.1.3.3	Operations	Implement a priority weed removal program in line with the Biosecurity Act 2015 (NSW)	Progressing	<p>Weed spraying by Contractors for all Streets and Council Carparks within the Burwood LGA is carried out approximately four times per year. The scheduled spray in March 2019 was completed on time.</p> <p>Council's Parks Staff also carry out selective weed spraying of streets, parks and reserves within the Burwood LGA as required seasonally.</p> <p>All pesticide spraying is carried out in accordance with the Pesticide Regulation 2014. Residents and the General Public are notified as per Council's Pesticide Notification Plan available on the website.</p> <p>Council Staff are investigating and trialling alternative products as alternatives to glyphosate herbicides products.</p>

Maintain trees and vegetation to ensure that they are attractive and safe

Code	Responsible Unit	Action Name	Status	Comments
3.1.3.4	Operations	Trees and vegetation are maintained as required to avoid damage or risk and new vegetation is planted where possible	Progressing	<p>Park and Street Tree Maintenance activities are carried out by qualified Council Staff and Contractors to mitigate risk of damage or injury to property and persons. Tree maintenance works are completed in accordance with the Australian Standard for Pruning of Amenity Trees 2007.</p> <p>Tree removal is managed in accordance with the Local Environment Plan (LEP) for the Burwood LGA.</p> <p>Opportunities for new vegetation and planting is considered for all Capital Works and where possible Maintenance Works. Beautification opportunities are also considered where possible to add amenity such as the installation of planter boxes within the Burwood Road CBD Corridor, garden bed along Wilga Street and Dunns lane. There has also been provision of additional trees and native plantings at Wangal Park.</p> <p>Council's Operational Teams have completed additional plantings and beautification works at The Strand, Burwood Road, Wentworth Road and Everton Road intersection.</p>

3.1.4. Ensure all public parks and open spaces are accessible, maintained and well managed to meet the current and future needs of the community

Regularly maintain parks, playgrounds, sports fields, gardens and open spaces

Code	Responsible Unit	Action Name	Status	Comments
3.1.4.1	Operations	Undertake scheduled maintenance programs to meet community needs	Progressing	<p>Council undertakes both a proactive and reactive maintenance program. Council's operations staff have attended over 800 reactive customer requests and have completed over 211 proactive maintenance jobs in the second half of this fiscal year.</p>

Ensure sustainable materials are used for park amenities and facilities

Code	Responsible Unit	Action Name	Status	Comments
3.1.4.2		Maintain and upgrade existing park amenities to ensure longevity and sustainability	Progressing	<p>Council parks and reserves are maintained regularly to ensure continued service to the community.</p> <p>Council's parks and reserves are serviced daily to weekly depending on their location and usage. Facilities in which cleaning and servicing works</p>

Code	Responsible Unit	Action Name	Status	Comments
				are carried out include toilet's, BBQ and picnic areas. Additional maintenance includes emptying of bins and dog litter bins, rubbish/litter removal, playground inspections and repairs and landscape maintenance.
				Council has recently received \$2.6m in funding for the upgrade of Henley Park. This funding will deliver a range of improvements including sports field lighting, draining and turf, a Futsal pitch and refurbished amenities.

Provide support for the establishment of sensory and community gardens

Code	Responsible Unit	Action Name	Status	Comments
3.1.4.3	Assets & Infrastructure	Identify opportunities to implement sensory or community gardens in existing parks, reserves and open spaces	Progressing	Staff have identified the area in the northwest corner of the Woodstock Community Centre as a possible suitable location to design and develop a sensory garden. This proposal is shown on the Woodstock Proposed Capital Works Master Plan. Staff will further develop a concept plan for this area in the near future. At this stage, there are currently no plans to develop any community gardens in Burwood's parks and reserves. However, staff will investigate suitable locations for possible community gardens.

Ensure parks are accessible and offer inclusive activities

Code	Responsible Unit	Action Name	Status	Comments
3.1.4.4	Assets & Infrastructure	Ensure parks can be accessed by people living with a disability or impairment and that playgrounds are inclusive and accessible	Progressing	All of Council parks, reserves and new playground equipment are designed to be accessed by people living with a disability or impairment. The recent playgrounds completed at Sanders Reserve and at Henley Park are fully accessible to children/people living with a disability or impairment.

3.2. Provide sustainable waste management practices

3.2.1. Promote existing recycling services

Provide education and information about Council's recycling services

Code	Responsible Unit	Action Name	Status	Comments
3.2.1.1	Environment & Health	Use Council communication to inform the community on existing services	Progressing	The Council waste app continues to be well received by the community. Council is also updating the website with relevant environmental and sustainability information. Information and updates regarding changes and improvements to Council waste and recycling services are also included in the communication platforms.

Ensure residents adhere to sustainable recycling practices

Code	Responsible Unit	Action Name	Status	Comments
3.2.1.2	Environment & Health	Conduct bin audits and encourage residents to recycle correctly	Progressing	A comprehensive waste audit has been undertaken as programmed. Results are currently being collated and will be presented to Council once all SSROC Council audits have been completed and analysed. The findings will inform Council's education programs.

3.2.3. Identify emerging waste management solutions

Actively seek and identify new processes and technology

Code	Responsible Unit	Action Name	Status	Comments
3.2.2.1	Environment & Health	Implement waste management solutions that will benefit the community	Progressing	Council has introduced new services through partnerships including the Bower Reuse Centre and Cotton King which is a clothing and textile recycling facility. Council has also introduced an enhanced green waste service providing twice a year green waste drop off days at Council's Operation Centre. The twice a month e-waste drop off days continue to be well used by the community. The new services are promoted through Council communication platforms including social media.

3.2.3. Establish clear targets for recycling and reducing waste to landfill

Ensure a community wide increase in recycling and reduction in landfill

Code	Responsible Unit	Action Name	Status	Comments
3.2.3.1	Environment & Health	Continue to report targets to the community	Progressing	Council continues to track and report on waste initiatives and targets for the various waste and recycling programs and projects it delivers. An annual report is submitted to Council summarising the outcomes for the programs and projects.

3.3. Educate the community on sustainable practices

3.3.1. Provide initiatives to encourage more sustainable practices in the community and around home

Deliver educational programs to the community, networks and businesses that encourage sustainable practices

Code	Responsible Unit	Action Name	Status	Comments
3.3.1.1	Environment & Health	Provide an annual calendar of initiatives on environmentally sustainable practices	Progressing	A series of workshops and events will be available after 1 July with a waste diversion/sustainability focus to help educate and engage local residents.

Participate in regional sustainability programs

Code	Responsible Unit	Action Name	Status	Comments
3.3.1.2	Environment & Health	Work with neighbouring councils and agencies to deliver sustainability programs to the community	Progressing	Council works with neighbouring Councils on regional initiatives to standardise waste and recycling education and messages to the community. Many of the projects are coordinated through SSROC to ensure consistent and factual information is provided to the community.

Encourage the community to follow sustainable practices

Code	Responsible Unit	Action Name	Status	Comments
3.3.1.3	Environment & Health	Award residents, streets, businesses or areas that follow sustainable recycling practices	Progressing	Council is compiling checklists for sustainable recycling practices for business, streets and residents. Internal discussions are being held to determine how to best promote and award successful recipients.

**3.3.2. Promote public transport and more active forms of transport such as cycling and walking
Promote public transport, cycling and walking to residents going to work and those who work in Burwood**

Code	Responsible Unit	Action Name	Status	Comments
3.3.2.1	Environment & Health	Undertake campaigns and initiatives that encourage the use of alternative transport	Progressing	Alternative transport promotion and education is being rolled out via Council communication Channels. Council has dedicated cycleways and makes provision in large developments to accommodate alternate transport infrastructure including share car services and bicycle parking stations.

**3.3.3. Encourage the community to take pride in the cleanliness and maintenance of the area
Promote a clean environment through urban architecture and landscaping**

Code	Responsible Unit	Action Name	Status	Comments
3.3.3.1	Environment & Health	Identify opportunities to provide recycling and other waste collection terminals across town centres	Progressing	Council is investigating the opportunity to use the Community Recycling Centre at Regatta Road Five Dock. Canada Bay City Council operates the facility and Burwood Council has approached Canada Bay with a request to enter into a partnership for use of the facility by the residents of Burwood. Council is also reviewing recycling opportunities at all parks and reserves throughout the Local Government Area.

Raise awareness in the community on littering

Code	Responsible Unit	Action Name	Status	Comments
3.3.3.2	Environment & Health	Undertake campaigns to reduce littering in town centres	Progressing	The Waste team works with the Compliance and Clean and Safe teams to monitor and control littering in the main town centres in an effort to ensure littering is kept to a minimum. Special attention is given to the main town centres to promote anti littering campaigns and messages. Council also has a dedicated waste investigations officer for the investigation and follow up and prosecution where possible of littering offences.

3.4. Leadership in environmental sustainability

3.4.1. Invest in green and renewable technology

Implement green and renewable energy initiatives across Council facilities

Code	Responsible Unit	Action Name	Status	Comments
3.4.1.1		Audit existing facilities and upgrade where appropriate	Progressing	Regular inspections of Council's facilities are conducted to assess and monitor the condition of the premises, and to ensure compliance and comfort for the benefit of the community. Council seeks to ensure that the service delivery for community facilities remains at a high level for residents and stakeholders. Council is currently in the process of considering a cloud based software solution to provide strategy and service level scenarios to manage and maintain assets, improve service levels and reduce capital and maintenance spending.

3.4.2. Promote greater use of more efficient green technologies and alternative energy sources

Support and promote Federal and State Government initiatives in the rollout of green technologies and alternative energy sources

Code	Responsible Unit	Action Name	Status	Comments
3.4.2.1	Environment & Health	Actively advertise State and Federal initiatives through Council's established communication channels	Progressing	State Government initiatives such as the Return and Earn scheme and Love Food Hate Waste programs are promoted through Council website.

3.4.2. Ensure planning promotes environmentally sustainable development to reduce impacts on the environment

Work with developers to promote sustainable developments

Code	Responsible Unit	Action Name	Status	Comments
3.4.3.1	Strategic Planning, Heritage & Place Planning	Provide strategic planning input into developments where possible to encourage vertical gardens and green spaces within the Burwood CBD	Progressing	As per previous comments, LSPS will embed good design and green/grey/public space will be at the heart of future developments.

Ensure developers follow sustainable practices during construction

Code	Responsible Unit	Action Name	Status	Comments
3.4.3.2	Compliance	Carry out a regular program of inspections of development sites to ensure compliance with safe and sustainable practices (such as sediment control and removal of materials)	Progressing	Council's Compliance Team conducts daily inspections of building sites within the Local Government Area. These patrols have resulted in over \$110,000 in fines being issued in the fourth quarter period of the financial year. More than 27 fines have been issued for various breaches including pollution and roadway obstructions.

3.5. Encourage and contribute to public health and welfare

3.5.1. Provide services and encourage the community to take pride in the area to ensure public health

Reduce spread of foodborne, waterborne and transferrable diseases

Code	Responsible Unit	Action Name	Status	Comments
3.5.1.1	Environment & Health	Undertake regular inspections of cooling towers and water systems, food premises and health, beauty and cosmetic premises to take action against risk	Progressing	Council registered premises and public health inspection program is continuing. There were 232 registered premises inspections carried for the reporting period January to June 2019. Enforcement action included the issue of 3 Improvement Notices and 13 Penalty Infringements Notices.

Minimise urban related pollution such as air, water and noise pollution

Code	Responsible Unit	Action Name	Status	Comments
3.5.1.2	Environment & Health	Investigate air, water and noise pollution complaints	Progressing	Public health, air, noise and water pollution complaints continue to be investigated and resolved by Council Environmental Health Officers. There were 28 complaints investigated during the January to June reporting period of 2019. There were 20 complaints relating to registered premises and 8 noise pollution complaints.

Educate business owners on public health to ensure compliance with food regulations

Code	Responsible Unit	Action Name	Status	Comments
3.5.1.3	Environment & Health	An annual calendar of initiatives on public health including information in relevant community languages	Progressing	Council's environmental health officers provide educational information by way of one on one discussions with shopkeepers and topic specific pamphlets in languages other than English. Council conducted a free food safety workshop for shopkeepers in April 2019.

Educate the community on public health matters

Code	Responsible Unit	Action Name	Status	Comments
3.5.1.4	Environment & Health	Undertake and participate in relevant campaigns to raise awareness and engage the community	Progressing	Council provides public health information and alerts through the Council website. Council also delivers targeted information through food schools made available to shopkeepers and managers of premises which might present a public health risk. Risk premises include food shops, cooling towers, boarding houses and places of skin penetration (such as beauticians and tattoo parlours).

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

Educate residents on companion animals

Code	Responsible Unit	Action Name	Status	Comments
3.5.2.1	Compliance	Provide information and relevant campaigns to raise awareness in the community	Progressing	Council's Compliance Team have been focusing on two main issues within the Local Government Area during the period; rubbish dumping and shopping trolleys. Below is a review of actions and strategies under taken to promote awareness: Council has employed a Waste Investigations Officer to focus on all forms of dumping including trolleys and general waste. In regards to rubbish dumping, this position has highlighted an increase in enforcement and a reduction in collection of dumped rubbish by Council. These reduction have occurred due to the following strategies: <ul style="list-style-type: none"> - Letters informing residents to "dob in a dumper" distributed to premises near illegal rubbish dumping sites - Media articles - Fines and Notices issued to people caught offending

Code	Responsible Unit	Action Name	Status	Comments
				<ul style="list-style-type: none"> - Highly visible taping of rubbish dumping sites - Use of CCTV mobile cameras <p>In regards to Shopping Trolleys, the following strategies have been implemented:</p> <ul style="list-style-type: none"> - Meetings with shopping trolley owners, collectors and shopping centre management - seeking assistance and strategies to reduce shopping trolleys on footpaths - Letters to resident requesting them to stop leaving trolleys in public places and "dob in a dumper" - Media articles including television with State Government Shadow Minister - Strict impounding and enforcement - resulting in trolleys being impounded by Council and fines issued to people caught dumping the trolleys and trolley owners when trolley not collected from the public street - Leaflets distributed outside major shopping centres - Letters to four State Ministers seeking amendment to legislation

Establish pet friendly environments for animal owners

Code	Responsible Unit	Action Name	Status	Comments
3.5.2.2	Assets & Infrastructure	Consider pet friendly facilities when undertaken any new plans of management for parks, reserves and open spaces	Progressing	When undertaking new plans of management for parks, Council will consider new pet friendly facilities. There are currently dog off-leash areas in Henley Park, Grant Park, Blair Park and Burwood Park. In particular, Council has recently engaged a consultant to undertake a new Plan of Management for Burwood Park.

Provide regulatory support to ensure a safe environment for animals and residents

Code	Responsible Unit	Action Name	Status	Comments
3.5.2.3	Compliance	Undertake compliance inspections for dangerous or displaced animals	Progressing	Council conducts Dangerous Dog Inspections on a yearly basis. All inspections were conducted and completed at the commencement of the period. Further inspections are currently being conducted with information to date indicating that all dangerous dog owners have complied with the provisions. Council only has a small number of dogs listed as dangerous in the area.



Planning and infrastructure

Planning and infrastructure

4.1. Implement regional traffic and parking strategies

4.1.1. Ensure strategies accommodate population growth

Design traffic facilities which improve traffic flow and alleviate congestion

Code	Responsible Unit	Action Name	Status	Comments
4.1.1.1	Assets & Infrastructure	Investigate traffic hot spots and implement solutions such as pedestrian refuges, roundabouts or traffic calming devices	Progressing	Investigations are undertaken for all requests received for traffic calming devices or pedestrian facilities. Additionally locations are identified by staff based upon RMS accident data. Locations where improvements can be made are presented to the Burwood Local Traffic Committee prior to be reported to a Council Meeting for adoption.

Encourage opportunities for additional public parking spaces within developments

Code	Responsible Unit	Action Name	Status	Comments
4.1.1.2	Strategic Planning, Heritage & Place Planning	Negotiate with developers for additional public parking within developments in the Burwood CBD where possible	Progressing	The Strategic Planning team is responsible for processing voluntary planning agreements negotiated between Council's General Manager and senior officers (on behalf of Council) and developers. Some of the VPAs provide for developers to make monetary contributions in lieu of the on-site provision of visitor parking. Council will then spend the contributions received on the provision of public car parking in the Burwood (and Strathfield) Town Centres.

Ensure developments provide sufficient parking and off-street parking in line with Council policies

Code	Responsible Unit	Action Name	Status	Comments
4.1.1.3	Assets & Infrastructure	Investigate parking provisions during assessments of development applications	Progressing	All major development applications are referred to Council's Traffic Engineers for review. The assessment of these applications includes ensuring that provisions of off-street parking for motor vehicles and bicycles meets Councils Development Control Plan or relevant State Environmental Planning Policy, as well as confirming all relevant standards are met with regards to the design of the parking areas.

Consider social impacts of population growth

Code	Responsible Unit	Action Name	Status	Comments
4.1.1.4	Community, Library & Aquatic Services	Investigate the social impact and quality of life of high density living	Progressing	<p>Council engaged students from the University of Western Sydney doing their Masters of Social Work to undertake research into the social impacts of high density living. Extensive research has been completed and the next stage will be a targeted survey in English and Chinese for residents living in high density areas to further inform the outcomes. The final results of the research with recommendations for future action will be submitted to Council in 2019.</p> <p>This research builds Council's understanding of the needs of residents in high density dwellings and increases capacity to leverage off the positive opportunities generated by higher densities, such as economic benefits, to better respond to the identified needs.</p>

4.1.2. Implement strategies to promote alternative transport use

Investigate opportunities for bus priority lanes to improve public transport efficiency

Code	Responsible Unit	Action Name	Status	Comments
4.1.2.1	Assets & Infrastructure	Work with RMS and Transport NSW to identify locations for improved bus access	Progressing	<p>Council is currently working with Transport New South Wales on the Bus Stop Guideline and Wayfinding Program. The Program will include an extensive review of all bus stops within the Burwood local government area to ensure consistent signage, compliance with Disability Discrimination Act, adequate facilities such as seating and bins, as well as ensuring that the location and length of the Bus Zone is safe and sufficient.</p>

Seek funding opportunities for cycling facilities and cycleways

Code	Responsible Unit	Action Name	Status	Comments
4.1.2.2	Assets & Infrastructure	Identify and apply for grants where possible and implement facilities which promote cycling (such a bicycle parking stations)	Progressing	<p>Council successfully applied for grant funding via the Parramatta Road Urban Amenity Improvement Program for the installation of three new cycleways. The new cycleways link the Parramatta Road corridor to Burwood Park and Wangal Park, with the first link along Neich parade having been completed. Demand for additional bicycle parking will be considered as part of this project.</p>

4.1.3. Work with key stakeholders to ensure an integrated transport plan

Work with RMS, STA, NSW Police and major stakeholders to continue to develop new parking initiatives

Code	Responsible Unit	Action Name	Status	Comments
4.1.3.1	Assets & Infrastructure	Conduct regular meetings with key stakeholders and report outcomes to the community	Progressing	The Burwood Local Traffic Committee is held monthly to review recommendations for the improvement of traffic facilities, parking initiatives, road safety matters and the movement of traffic throughout the Burwood Local Government Area. The minutes of these Meetings are placed on the Agenda for the following Council Meeting to provide an opportunity for the community to review and make comment on any recommendation prior to a decision being made.

Participate in regional projects to ensure an integrated transport network

Code	Responsible Unit	Action Name	Status	Comments
4.1.3.2	Assets & Infrastructure	Work with key agencies to ensure regional transport projects have a positive impact on the local community	Progressing	Regular meeting are held with Transport for New South Wales, Roads and Maritime Services, bus operators and the Southern Sydney Regional Organisation of Councils in relation to transport projects and improvements.

Consider pedestrians and cyclists as key stakeholders in traffic management planning

Code	Responsible Unit	Action Name	Status	Comments
4.1.3.3	Assets & Infrastructure	Ensure pedestrians and cyclists are consulted during traffic management planning	Progressing	Consultation is undertaken with all major traffic and transport projects in order to obtain feedback on designs and concepts. Consultation is undertaken with residents, businesses and schools directly via surveys where projects will have a direct impact on the movement of traffic, pedestrians and cyclists. Larger proposal such as the restriction of traffic movements are also placed on public exhibition and advertised in local media.

4.1.4.Enhance road and pedestrian safety

Educafe residents on safe practices to reduce road incidents and fatalities

Code	Responsible Unit	Action Name	Status	Comments
4.1.4.1	Assets & Infrastructure	Undertake safety campaigns and run targeted programs and initiatives to promote safety around schools and town centres, pedestrian and cycling safety.	Progressing	<p>Several Road Safety Programs are run every year with an aim of reducing accidents and educating the public on road rules and behaviour improvements. Council's Slow Down campaign targets streets which have a high percentage of recorded accidents which contributed to speed. The Child Safety Restraint Check program provides a free check of any child seats installed by a qualified installer to ensure compliance with current standards.</p> <p>Council's Walk Safe campaign is targeted towards pedestrians to ensure that they are aware of their surroundings when crossing the street, and that they cross at safe locations. The Graduated Licensing Scheme Workshops helps new drivers gain the correct knowledge by educating parents and carers who will be accompanying new learner drivers. In addition regular meetings with local schools are undertaken to ensure that the road environment surrounding the school is safe, in addition to providing educational materials to the schools to be passed on to students and parents.</p>

Implement traffic facilities which will enhance road and pedestrian safety

Code	Responsible Unit	Action Name	Status	Comments
4.1.4.2	Assets & Infrastructure	Identify blind spots and hot spots and implement solutions to take action against potential incidents	Progressing	<p>Blackspot projects are identified on a yearly basis following the distribution of RMS accident data. Locations which meet the criteria based on the number of accidents which have occurred are investigated to determine if engineering treatments can reduce the likelihood and severity of accidents. Council has successfully secured funding for four projects being Weldon Street, Paisley Road/Reed Street, Burwood Road/Nicolson Street/Ethel Street and Woodside Avenue/Conder Street.</p>

4.2. Provide connected an accessible infrastructure

4.2.1. Improve the accessibility of Burwood CBD

Improve pedestrian flow within the Burwood CBD

Code	Responsible Unit	Action Name	Status	Comments
4.2.1.1	Assets & Infrastructure	Investigate opportunities to limit motorist access to certain areas within the Burwood CBD	Progressing	<p>Pedestrian only walkways are being provided as the Burwood CBD continues to be developed. An existing walkway has been provided as part of the BI/Emerald Square development which links Clarendon Place to Wynne Avenue. This walkway will continue as part of the current Burwood Grand development which will link Wynne Avenue to Conder Street. Additional pedestrian only walkways identified in Council's DCP include Burwood Road to Burleigh Street, Deane Street to Victoria Street and Burwood Road to Elsie Street.</p> <p>Further investigations into restricting access for vehicles will form part of the upcoming Traffic and Transport Study to be completed in early 2020.</p>

Identify parking solutions that will alleviate traffic congestion

Code	Responsible Unit	Action Name	Status	Comments
4.2.1.2	Assets & Infrastructure	Review parking strategy within the Burwood CBD and investigate parking initiatives to alleviate traffic congestion	Progressing	<p>The third review of the Burwood Public Parking Strategy is currently underway and will be reported to Council in July 2019. The Strategy Review looks at a number of options to improve parking turnover, decrease traffic generated by circulating vehicles searching for parking and address the impact of high parking demand in residential streets.</p>

Improve access and connection between the Burwood CBD and residential areas, facilities and open spaces and linkage to neighbouring areas

Code	Responsible Unit	Action Name	Status	Comments
4.2.1.3	Assets & Infrastructure	Implement strategies and initiatives to enhance connectivity within the area	Progressing	<p>Additional cycleways are being delivered to link the Parramatta Road corridor to Burwood Park and Wangal Park. These cycleways are fully funded via the Parramatta Road Urban Amenity Improvement Program. The first link along Neich Parade has been completed, with the remaining two links scheduled to be completed in the 2019/20 financial year.</p>

4.2.2. Provide quality local infrastructure that caters to population growth
Regularly maintain and upgrade local roads, footpaths, kerbs and gutters

Code	Responsible Unit	Action Name	Status	Comments
4.2.2.1	Operations	Provide an extensive capital works program to regularly maintain and renew local infrastructure	Progressing	<p>Council maintains a comprehensive Capital Works program covering all assets including but not limited to Roads, Drainage, Footpaths, KG, Beautification and other special projects.</p> <p>Completed road related projects during the second half of the fiscal year include:</p> <ul style="list-style-type: none"> - Nicholson Street: Burwood Drainage, Kerb Gutter, Footpath and Road resurfacing works - Clarence Street: Burwood Drainage and Kerb Gutter - Seale Street: Burwood Drainage, Kerb Gutter and road resurfacing works - Blenheim Street Croydon Park: footpath works - Chelmsford Avenue Croydon: footpath works - Cheltenham Road Croydon: footpath works - Croydon Avenue Croydon: footpath works - Faunce Street Burwood Heights: footpath works - Hornsey Street Burwood: footpath works - Llangollan Avenue Enfield: footpath works - Oxford Street Burwood: footpath works - Parkhill Street Croydon Park: footpath works - Quandong Avenue Burwood: footpath works

Continue to monitor the condition of infrastructure across the area

Code	Responsible Unit	Action Name	Status	Comments
4.2.2.2	Assets & Infrastructure	Undertake infrastructure audits in order to determine the condition of local infrastructure	Progressing	<p>In 2015, Council has completed new road infrastructure condition data capture and assessment. Previous data had been captured and assessed in 2012. This new condition data has been imported into Council's New Asset Management Software ASSETIC which was procured and is being used to prioritise, schedule and formulate forward capital and maintenance works programs. The next round of road infrastructure condition data capture and assessment is to be undertaken by the end of 2019.</p>

4.2.3. Ensure all Council infrastructure is safe and accessible

Ensure infrastructure design aids accessibility

Code	Responsible Unit	Action Name	Status	Comments
4.2.3.1	Assets & Infrastructure	Identify and incorporate prams and wheelchair access ramps and other facilities to improve accessibility	Progressing	During this half year Council has upgraded twelve (12) new pram ramps across the LGA. It should be noted that pram ramps are constructed/upgraded in conjunction with capital and maintenance works projects.

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

4.3.1. Encourage architectural integrity and aesthetically appealing buildings

Planning policies to enhance and promote architectural integrity and aesthetically appealing buildings

Code	Responsible Unit	Action Name	Status	Comments
4.3.1.1	Building & Development	Ensure that design is assessed as part of the development application process	Progressing	Council referred 5 new development applications and modifications to an independent urban design consultant for specialist advice on urban design matters relating to major developments.

4.3.2. Maintain and preserve heritage through relevant planning strategies

Ensure integrity in planning to preserve heritage

Code	Responsible Unit	Action Name	Status	Comments
4.3.2.1	Building & Development	Ensure that all development applications relating to heritage items or heritage conservation include a heritage assessment	Progressing	There were 41 referrals made to Council's Heritage Adviser for works proposed to heritage items or buildings in a heritage conservation area.
4.3.2.1	Strategic Planning, Heritage & Place Planning	Provide information and education relating to heritage as it applies to development	Progressing	This is ongoing. LSPS and local character statements will identify heritage to conserve and enhance as required.

4.4. Participate in regional planning and infrastructure projects to ensure the best outcomes for the community

4.4.1. Provide advocacy on regional and metropolitan projects on behalf of the community

Ensure that the community's interest are taken into consideration on regional and metropolitan projects

Code	Responsible Unit	Action Name	Status	Comments
4.4.1.1	Strategic Planning, Heritage & Place Planning	Provide strategic and planning input into major regional infrastructure strategies and projects	Progressing	As per previous comments on collaboration with the Department and GANSW, as well as LSPS which has 'big moves' which strategise on desired major infrastructure outcomes for Burwood and the wider region. This will be supported by multiple technical studies including traffic/transport, open space, resilience and urban design/masterplan.

4.4.2. Partner with key stakeholders to deliver major projects

Work with State and Federal Governments and developers to ensure major infrastructure projects benefit the community

Code	Responsible Unit	Action Name	Status	Comments
4.4.2.1	Strategic Planning, Heritage & Place Planning	Actively participate in the planning process of regional and metropolitan infrastructure projects and advocate for the area's needs	Progressing	This is ongoing as part of LSPS development including liaising with District councils, GSC, the Department, GANSW and adjoining LGAs to improve regional outcomes.

4.5. Ensure customer focused processes for development services

4.5.1. Ensure support and provide efficient assessment of developments

Provide support and information on development processes

Code	Responsible Unit	Action Name	Status	Comments
4.5.1.1	Building & Development	Develop and provide information on development application processes and services in an accessible and easy to understand format	Progressing	Council introduced a new DA tracking system (Masterview) to permit access for residents to all documentation lodged with a development application. The system commenced in February 2019. Work has also commenced on the DoP's Planning Portal for the introduction of electronic lodgement of DA's as well as referrals to State agencies and Sydney City Eastern Planning Panel through the portal.

Ensure streamlined and timely processes for development services

Code	Responsible Unit	Action Name	Status	Comments
4.5.1.2	Building & Development	Assess development applications in a timely manner	Progressing	The mean turnover time for DA's during this period was 100 days (same as last reporting period) with a number of long standing major DA's being determined in that time. A median turnover time of 82 days for this period (an improvement from last quarter) indicates a range of turn over times with a higher number at the lower end of the scale.

4.5.2. Ensure independence and transparency in decision making on significant developments

Facilitate and coordinate the Independent Hearing and Assessment Panel

Code	Responsible Unit	Action Name	Status	Comments
4.5.2.1	Governance	Report decisions made by the Independent Hearing and Assessment Panel to the community	Progressing	During the reporting period, four Burwood Local Planning Panel (BLPP) Meetings were conducted on 12 February, 12 March, 14 May and 11 June 2019. The BLPP Meeting Agendas are published on Council's website six days prior to each meeting. The official minutes and the recording of meetings are published within two working days on Council's website. Panel Member's declaration of Conflicts of Interest for each meeting are also published on Council's website.



Vibrant city and villages

Vibrant city and villages

5.1. Maximise Burwood's regional and strategic status within inner western Sydney

Stimulate the local economy and activate the Burwood CBD

Plan and facilitates economic development strategies that stimulate the economy and attract businesses

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.1.1	Corporate Planning & Communications	Review and monitor Economic Strategies and policies	Progressing	<p>Council introduced a Beautification Works Program as part of its overall economic strategy in order to enhance its town centres and activate the local economy.</p> <p>A strong focus has been placed this semester on engaging with the Chinese business community and small businesses across the LGA. Forums and seminars have been held to further understand local business needs, provide learning opportunities and a forum for Council to better understand how it can help businesses to be sustainable and stimulate economic growth for the area.</p> <p>Council is in the process of reviewing its Economic Strategies in line with the Delivery Program.</p>

Attract large scale festivals, events and initiatives to the Burwood CBD

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.1.2	Corporate Planning & Communications	Apply for grants and seek sponsorship, and seek participation regional, metropolitan and nation-wide initiatives	Progressing	<p>Council continues to seek partnerships for its major events such as Burwood Festival and Carols in the Park.</p> <p>In this semester, Council entered into partnership agreements with large event holders Australian Cultural and Commerce Association (ACCA) and their partner China Fun, and two large Australian Chinese media agencies TVBA and New Impressions for their respective events. TVB Anywhere Carnival and Moon Festival to be held later in the year.</p>

Promote Burwood CBD as a destination for food and culture

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.1.1.3	Corporate Planning & Communications	Promote and enhance the retail and dining experience in Burwood through initiatives which attract visitors	Progressing	<p>Beautification works continue across town centres to enhance the visual aesthetics of the area with new tree planting, planter boxes and tree lighting.</p> <p>Council launched a pilot Shopfront Improvement Program providing grant funding to incentivise business owners along Burwood Road to improve the appearance and quality of shopfronts and awnings. The launch was announced at a forum for shop owners to better understand Council compliance rules. A facilitated Q&A was held in English and Mandarin and a useful FAQ fact sheet was created to assist with understanding Council policies.</p> <p>Council's recently launched WeChat account highlights Burwood as a destination for dining in order to attract visitors to the area.</p> <p>The Woodstock Markets were held in June with a variety of artisan stalls drawing crowds from across the Inner West region.</p>

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

Enhance and promote mix use buildings to ensure the Burwood CBD maintains its regional status

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.2.1	Strategic Planning, Heritage & Place Planning	Review planning provisions for development controls and encourage mix use development where possible	Progressing	<p>This will be refined once the LSPS is exhibited, made, and upon the completion of local character statements and urban design/master plan for the LGA. This will eventuate in amendments to the LEP and DCP.</p>

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

Promote and support local learning institutions to encourage residents to enter the local workforce

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.3.1	Organisation Development	Provide and support opportunities for employment, placements, traineeships and volunteering where appropriate	Progressing	Council continues to support the local community including high schools and in particular Southern Cross Vocational College at Burwood. Council provides work experience opportunities where students are placed in various areas of Council to gain an understanding of the broad operations of Council and to assist them to fulfil their Higher School Certificate requirements. These placements assist in a very practical and positive way to assist students with their transition from school to a working environment. Council appointed a Finance trainee through MEGT in January 2019 which has been of great benefit to both parties. Graduate Engineers have also been placed within the Civil Construction and Maintenance teams to assist in delivering the Capital Works Program.

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

Provide venues for businesses and services to conduct corporate events such as expos, conferences and seminars

Code	Responsible Officer Unit	Action Name	Status	Comments
5.1.4.1	Customer Service & Records	Offer a range of facilities for hire that accommodate the various types of use required by businesses, services and institutions	Progressing	A customer feedback terminal has been installed at Woodstock Community Centre, which helps to guide decision-making processes in the facility hire process. Council provides a range of venues across the area to suit the diverse needs of the community with different venues providing spaces for corporate, community, educational and lifestyle events.

5.2. Support and engage with local services and businesses

5.2.1. Promote local businesses and services to the community

Promote the services of local businesses to boost the local economy

Code	Responsible Officer Unit	Action Name	Status	Comments
5.2.1.1	Corporate Planning & Communications	Develop communication material that promotes local services and businesses to the community	Progressing	Council's newly launched WeChat account features information on the shopping and dining available in the area in order to promote local services to the wider community.

5.2.2. Develop programs to strengthen and sustain local businesses

Facilitate educational and advisory initiatives that encourage good economic practices

Code	Responsible Officer Unit	Action Name	Status	Comments
5.2.2.1	Corporate Planning & Communications	Support State agencies in delivering business services to the community	Progressing	Council continues to support State agencies in delivering business services to the area by actively promoting programs and initiatives that benefit the Burwood Community. 'Business Connect' is an initiative run by the State Government Department of Industry that links independent business advisors with new and growing businesses.

Engage with local business organisations and chambers

Code	Responsible Officer Unit	Action Name	Status	Comments
5.2.2.2	Corporate Planning & Communications	Maintain ongoing dialogue and identify opportunities to support initiatives or deliver joint projects	Progressing	Council has been in discussions with Service NSW to support and promote their 'Easy to do Business' program developed by the Small Business Commissioner and Services NSW. The program provides Council and its existing and potential local businesses with a digital platform and state wide policy solutions that make it easier for small businesses to start up and grow. The service provides step by step guidance through application processes ensuring that the quality of submissions lodged with Council will be decision ready, saving time in having to go back and forth for more information or updates.

5.2.3. Encourage participation of local businesses in community events
 Invite local businesses to participate in Council's civic events

Code	Responsible Officer Unit	Action Name	Status	Comments
5.2.3.1	Corporate Planning & Communications	Provide regular notice to businesses of Council's upcoming events and provide opportunities for involvement	Progressing	Council provides ongoing notifications to local businesses on Council's upcoming events and initiatives. In particular, Council sent letters to businesses in Burwood's Town Centre to notify, encourage participation and cross promotion of the Australia Day event, ACCA China Fun Carnival, Easter in the Park.

5.3. Enhance and foster the local identity

5.3.1. Promote opportunities for public art and culture

Encourage authorised public art and live performances and activations within the Burwood CBD

Code	Responsible Officer Unit	Action Name	Status	Comments
5.3.1.1	Community, Library & Aquatic Services	Implement public art and street music programs to enhance the culture within the Burwood CBD	Progressing	Council adopted a Public Art Strategy in October 2018 and has commenced its implementation. Council staff have worked with key stakeholders, including the Croydon Park Business Chamber, Roads and Maritime Services and Croydon Park Public School to plan for the implementation of public art on traffic signal boxes and a local school wall. Further projects are planned in different locations in 2019/2020. Arts and culture can create opportunities for individual expression, community dialogue and shared cultural experiences. The introduction of more public art to Burwood, such as murals and sculptures, will help to beautify the area and create an increased sense of community identity and pride.

5.3.2. Maintain an attractive Burwood CBD

Enhance the aesthetics of the Burwood CBD through architecture and landscaping

Code	Responsible Officer Unit	Action Name	Status	Comments
5.3.2.2	Assets & Infrastructure	Implement a CBD and Strathfield town centre master plan	Progressing	Staff compiled a list of capital works in the various village town centre into a master plan that includes drawings that details the proposed beautification and upgrading works. The master plan drawings are completed. However, the drawings may be amended and revised should further requirements present. Staff are currently preparing a photo montage of shopfront elevations for Burwood Road in the CBD to help inform and visualise potential areas for beautification. This works will dovetail into the specific town centre master currently be prepared for the beautification of Burwood Road from Parramatta Rd to Church Street within Burwood CBD. A specific town centre master plan has been prepared showing the proposed capital works for the beautification of the Strathfield town centre.

Ensure the Burwood CBD and town centres are clean and presentable

Code	Responsible Officer Unit	Action Name	Status	Comments
5.3.2.3	Compliance	Deliver a Safe & Clean program to monitor the CBD and town centres	Progressing	<p>The Safe & Clean Team conduct patrols of all main business locations within the Local Government Area (LGA) on a daily basis Monday to Sunday between the hours of 10am to 6pm. Such location covered include:</p> <ul style="list-style-type: none"> - Burwood Road - The Boulevard - Liverpool Road - The Strand - Georges River Road <p>The Safe & Clean Team have ensured that the main business streets remain in a clean and safe manner by removing light litter and reporting any roadway obstructions. A performance report is completed every quarter highlighting the improvements to the LGA.</p>

5.3.3. Support innovation which will enhance local identity and culture
 Ensure the Burwood CBD is a modern and innovative centre

Code	Responsible Officer Unit	Action Name	Status	Comments
5.3.3.1	Information Technology	Identify and implement emerging technology that will enhance the CBD and attract visitors	Progressing	Council has upgraded the speed of the internet connection available to the public at Burwood Library and Community Hub and the free WiFi hotspot on Railway Parade. The new connection has doubled the speed of internet access for both WiFi and PC based customers. As a result of the upgrade, the WiFi system has been reconfigured and is now able to serve a larger number of concurrent customers whilst still providing them all with a good internet connection.

5.3.5. Provide civic events which foster a sense of pride in the community
 Deliver a range of civic events which attract visitors to the area

Code	Responsible Officer Unit	Action Name	Status	Comments
5.3.4.1	Corporate Planning & Communications	Facilitate and coordinate major events that celebrate the area	Milestone	Council hosted a successful Australia Day event with thousands attending throughout the day. The day included children's activities and the outdoor screening of two classic Australian films, Babe and Paper Planes. Council partnered with ACCA to hold the China Fun Carnival in March to celebrate the Lunar New Year. The event attracted thousands of locals and visitors from outside the region.

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

5.4.1. Update and maintain the aesthetics of town centres and villages

Enhance the aesthetics of village town centres including Croydon, Croydon Park and Enfield

Code	Responsible Officer Unit	Action Name	Status	Comments
5.4.1.1	Assets & Infrastructure	Develop master plans for village town centres	Progressing	Staff have compiled various village town centre capital works master plan drawings which detail proposed beautification and upgrades. The master plan drawings are completed. However, the drawings may be amended and revised should further requirements present. These include, Burwood CBD, Strathfield CBD, The Strand Croydon, Liverpool Rd shopping strip, Georges River Road shopping Strip. In particular Council has commissioned a consultant Landscape Architect to undertake Burwood Road Main Street Refurbishment project. This will look a strategic landscape and beautification plans for Burwood Road in four distinctive precincts,; Burwood Road North, Burwood Park Precinct, Central Precinct, Southern Precinct.

5.4.2. Promote and recognise local history through urban design

Interpret the local history and character of the area through art and design

Code	Responsible Officer Unit	Action Name	Status	Comments
5.4.2.1	Community, Library & Aquatic Services	Identify local history and implement art and design that creates a sense of pride in the area	Progressing	Council delivered its second Art Prize exhibition on Friday 21 June 2019, providing opportunities to support the development of local artists through recognition, reward and encouragement. The Art Prize showcased the artworks of local community members who live, work, study or have a demonstrated connection to the Burwood, Strathfield or Canada Bay Local Government Areas. This year, 62 artworks were received and exhibited. Artworks were judged by three industry professionals under the following categories: Artwork of the Year; New and Emerging Artist; and People's Choice. The creativity of local individuals greatly enhances our culture and encourages more people to take an active role in community life. This program creates a strong sense of civic pride and reflects the wealth of artistic talent in the local area.

If you have a comment or a question
about the Operational Plan 2019-2020
please contact Council

Email: council@burwood.nsw.gov.au

Phone: 9911 9911

In person: 1-17 Elsie Street, Burwood



Burwood Council
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(ITEM 61/19) LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2019

File No: 19/31195

REPORT BY ACTING GENERAL MANAGER

Summary

This year the Local Government NSW Annual Conference is being held from Monday 14 October to Wednesday 16 October 2019 at the William Inglis Hotel, Warwick Farm.

Council can nominate three voting delegates to vote on the motions and, as customary, observers to attend the Conference.

Operational Plan Objective

2.5.1 Provide strong leadership and advocacy on behalf of the community

Financial Implications

Funds for Councillors and Council Officers attending the Conference have been provided for in the 2018-2019 Budget.

This year, there will only be one cost for each attendee as the Conference is being held in the Sydney area.

Cost of Full Registration \$1,000.00 per person

Recommendation(s)

1. That Council consider nominating three Councillors to attend as the Voting Delegates who will be appointed as a proxy to vote on behalf of Council at the Local Government NSW Annual Conference 2019 to be held in Warwick Farm from Monday 14 October to Wednesday 16 October 2019.
2. That the Acting General Manager and other Observers be authorised to attend, and that the nominated Observers confirm their attendance by Monday 5 August 2019 to the Acting General Manager.

Attachments

There are no attachments for this report.

(ITEM RC3/19) BURWOOD LOCAL TRAFFIC COMMITTEE - JULY 2019

File No: 19/31785

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

Attached are the Minutes of the Burwood Local Traffic Committee from its meeting of July 2019. The Minutes are hereby submitted to the Ordinary Council Meeting for consideration and adoption by Council.

Operational Plan Objective

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

Recommendations

That the minutes of the Burwood Local Traffic Committee of July 2019 be noted and the recommendations of the Committee as detailed below be adopted as a resolution of the Council.

(ITEM LTC14/19) PARK AVENUE BURWOOD - INTRODUCTION OF LOADING ZONE RESTRICTIONS***Recommendation***

That Council approve the introduction of a single 'Loading Zone 9.00am - 5.00pm Monday - Sunday - 30 minute limit' on the northern side of Park Avenue Burwood, to replace the existing 'No Parking' zone.

(ITEM LTC15/19) PARK ROAD BURWOOD - EXTENSION OF NO PARKING RESTRICTIONS***Recommendation***

That Council approve the installation of 'No Parking 9am – 6pm Monday – Friday' restrictions along the eastern side of Park Road Burwood, outside properties 44 and 46, for a length of 28.0m.

(ITEM LTC16/19) META STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE***Recommendation***

That Council approve the installation of one on-street mobility parking space in Meta Street Croydon per the plan in the report.

(ITEM LTC17/19) WILGA STREET, BURWOOD - IMPROVEMENTS TO TRAFFIC FLOW***Recommendation***

That Council approve the replacement of '1P 8am - 6pm Mon - Fri, 8am - 1pm Sat, Permit Holders Excepted Area 3' with '1P 8am - 6pm Mon –Fri, Permit Holders Excepted Area 3' and 'No Parking 10am – 6pm Sat-Sun' on the northern side of Wilga Street along the frontage of No. 11-15 Wilga Street.

(ITEM LTC18/19) BOUNDARY STREET, CROYDON - REINSTATEMENT OF THE RIGHT TURN OUT OF PLC CAMPUS***Recommendation***

That Council approve the removal of the 'No Right Turn' restrictions out of PLC Hamilton Campus onto Boundary Street provided that PLC continues to provide the assistance of a qualified traffic controller between 2.30pm-4.00pm school days.

(ITEM LTC19/19) HEXTOL STREET, CROYDON PARK - PROPOSED NO PARKING RESTRICTIONS***Recommendation***

That Council approve the installation of 'No Parking, 7.00am to 4.00pm, Saturday' restrictions on the southern side of Hextol Street Croydon Park opposite properties #27 - #31.

(ITEM LTC20/19) 12 MACGREGOR STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

Recommendation

That Council not support the request to install a mobility parking space in front of 12 MacGregor Street Croydon based on the availability of off-street parking.

(ITEM LTC21/19) 35 DEVONSHIRE STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

Recommendation

That Council not support the request to install a mobility parking space in front of 35 Devonshire Street Croydon based on the availability of on-street and off-street parking.

Attachments

- 1 Burwood Local Traffic Committee July 2019 Agenda
- 2 Burwood Local Traffic Committee July 2019 Minutes



Burwood Council

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**NOTICE OF BURWOOD LOCAL TRAFFIC COMMITTEE
MEETING**

The July 2019 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 Friday 5 July 2019.

Tommaso Briscese
ACTING GENERAL MANAGER

Our Mission

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

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AGENDA

APOLOGIES/LEAVE OF ABSENCES

CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the May 2019 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

(ITEM LTC15/19)	PARK ROAD BURWOOD - EXTENSION OF NO PARKING RESTRICTIONS	3
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(ITEM LTC15/19) PARK ROAD BURWOOD - EXTENSION OF NO PARKING RESTRICTIONS

File No: 19/27517

REPORT BY TRAFFIC ENGINEERING OFFICER

Summary

Council Officers have identified the need to extend the existing 'No Parking' restrictions along the eastern side of Park Road between Victoria Street and George Street Burwood, to alleviate traffic congestion, potential vehicle conflict and to improve the overall traffic flow.

Background

Council has received further requests from motorist and residents of Park Road regarding traffic congestion in Park Road between Victoria Street and George Street resulting from the current parking restrictions outside #44 and #46 Park Road Burwood.

Park Road runs in a north-south direction and is classified a local road. The section between Victoria Street and George Street provides an 8.0m wide carriageway but still allows kerb side parking on both sides.

1P parking restrictions are currently on both sides of the street as part of Council's Permit Parking Scheme Area 16 meaning that all local residents who retain a valid parking permit are entitled to park all day without restriction. A mid-block section of 'No Parking 9.00am – 6.00pm Monday – Friday' restrictions exists on the eastern side of Park Road outside #48-50 to provide an area for opposing traffic to pass.

Council Officers undertook site inspections and identified a number of additional concerns in relation to the current parking arrangement within this section of the street. It was observed that when vehicles are parked on both sides of the street it narrows the roadway down to a single travel lane, creating traffic congestion for opposing traffic and forcing vehicles to wait at the intersections of Victoria Street or alternatively pull to the side of the street within driveways to allow oncoming traffic to pass.

Proposal

In order to resolve the issues, it is proposed to extend the existing 'No Parking 9am – 6pm Monday – Friday' restrictions further north outside #44 and #46 Park Road. Although this proposal will result in a loss of two parking spaces, the benefit of providing a safe thoroughfare at this section of Park Road and easing congestion outweighs the loss of parking.

It is noted that #42 and #44 form part of an approved development site which will contain off-street parking for all residents and their visitors, and that #46 Park Road has submitted a development application for a new boarding house development that will also provide off-street parking for residents.

It should also be noted that the 'No Parking' restrictions will still permit motorists to pull up for two minutes provided the driver stays within 3.0m of their vehicle but does not allow vehicles to be parked indefinitely.



Consultation

No objections were received after consultation was conducted with the property owner at #46 Park Road Burwood. The dwelling at #42 and #44 Park Road has since been demolished.

Financial Implications

The installation of new ‘No Parking’ signage is estimated to cost \$300 and will be funded from the 2019/2020 Traffic Facilities budget.

Recommendation

That Council approve the installation of ‘No Parking 9am – 6pm Monday – Friday’ restrictions along the eastern side of Park Road Burwood, outside properties 44 and 46, for a length of 28.0m.

Attachments

There are no attachments for this report.

(ITEM LTC16/19) META STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

File No: 19/27576

REPORT BY TRAFFIC ENGINEERING OFFICER

Summary

Council has received a request from parents at PLC and local residents to install a mobility parking space on the northern side of Croydon Station to assist drop off and pick up of students and more accessible parking throughout the day.

Background

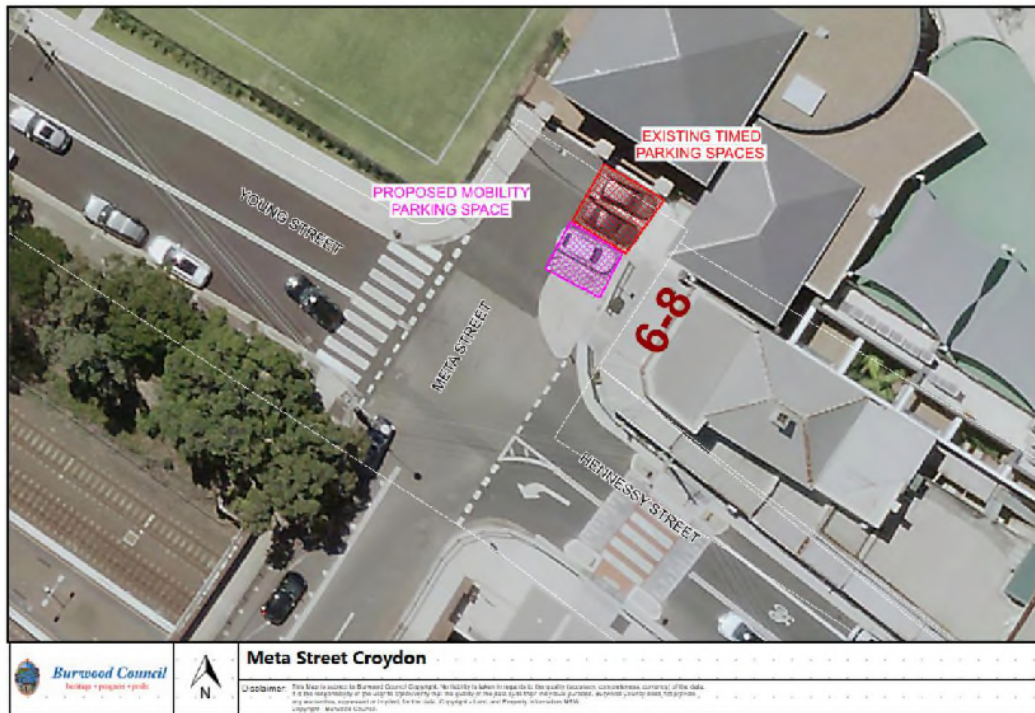
Burwood Council has received a number of concerns from local residents and school parents regarding the lack of mobility parking spaces along the northern side of Croydon Station, including a specific request for the addition of a mobility parking space in Meta Street Croydon.

Council Officers conducted an extensive analysis of the area confirming the lack of mobility parking available surrounding PLC and local shops on Hennessy Street. There are currently two mobility parking spaces on the southern side of Croydon Station in Paisley Road and an additional two mobility parking spaces within Paisley Road Carpark also on the southern side of the station. There are no mobility parking spaces in Hennessy Street, Young Street or Meta Street.

It has been observed that parking is readily available with a high turnover of vehicles throughout the day within Meta Street next to PLC school entrance gate. Meta Street runs north of Young Street and Hennessy Street in a 'dead end' and is classified as a local road, meaning that it carries a low vehicle capacity. This section of road only leads to PLC school entrance gate and three on-street time restricted parking spaces.

Proposal

After several site inspections of the area, Council proposes that the most suitable location for a mobility parking space is on the eastern side of Meta Street, Croydon. The proposed location, pictured below, is also within the closest proximity to the pedestrian ramp for access to the school and local shops. The remaining two on-street parking spaces will remain as restricted timed parking. The mobility parking space is available for use by any motorists with a mobility parking permit and are not exclusive to any one user.



Consultation

Consultation was conducted with all properties and shop owners along Meta Street Croydon. Two responses were received, one in support of the proposal and one requesting that the parking bay be converted to a 15 minute parking space rather than a disabled parking space.

Financial Implications

The installation of new ‘mobility parking’ signage is estimated to cost \$300 and will be funded from the 2019/20 Traffic Facilities budget.

Recommendation

That Council approve the installation of one on-street mobility parking space in Meta Street Croydon per the plan in the report.

Attachments

There are no attachments for this report.

(ITEM LTC14/19) PARK AVENUE BURWOOD - INTRODUCTION OF LOADING ZONE RESTRICTIONS

File No: 19/15119

REPORT BY MANAGER TRAFFIC & TRANSPORT

Summary

Council has received a request to introduce 'Loading Zone' facilities in Park Avenue to facilitate deliveries to the café located within Burwood Park.

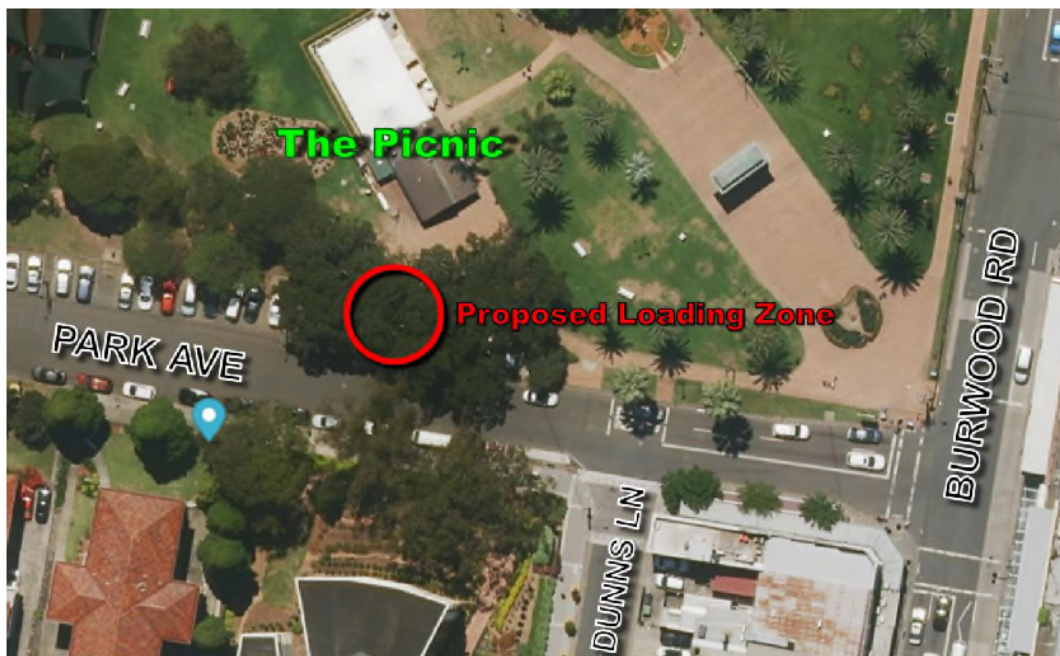
Background

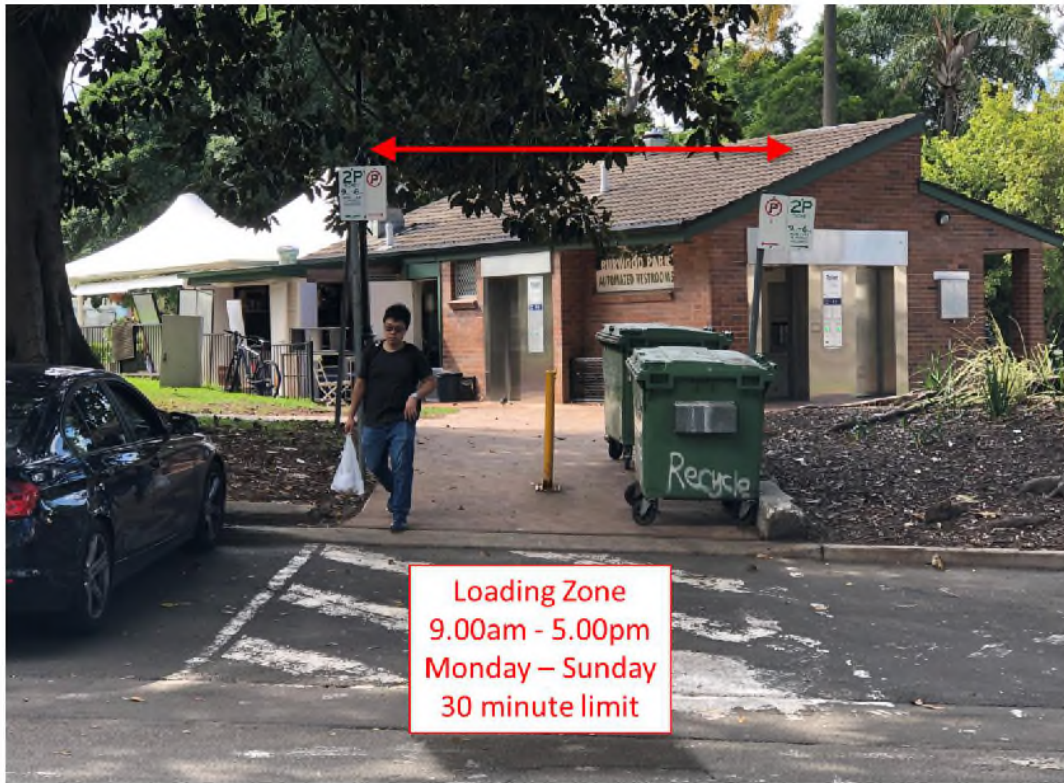
Park Avenue is located between Park Road and Burwood Road Burwood. The road is 10.9 metres wide and has a combination of 40km/h and 50km/h speed limit with '2P Ticket 9.00am-6.00pm Monday to Saturday and Public Holidays' restrictions in place on the northern and southern sides of the street.

The café located within the park, known as The Picnic, has requested the introduction of a Loading Zone to facilitate deliveries. A review of parking in the area shows that the closest Loading Zone is located in Victoria Street, however, this zone is currently unavailable due to adjacent development works which have been underway for some time and are not scheduled to be completed for a number of months.

Proposal

It is proposed to introduce a new 'Loading Zone 9.00am - 5.00pm Monday - Sunday - 30 minute limit' within the angled parking bays on the northern side of Park Avenue which will replace the existing 'No parking' bay. The proposed Loading Zone will allow for the loading and unloading of goods during the day, with unrestricted parking available outside of the aforementioned hours.





Consultation

No consultation was conducted. The Loading Zone hours have been restricted to business hours only so as to minimise the impact on adjacent parking whilst still providing opportunities for deliveries throughout the day.

Financial Implications

The installation of new signage is estimated to cost \$200. The cost will be funded from the 2019/2020 Traffic Facilities Budget.

Recommendation

That Council approve the introduction of a single 'Loading Zone 9.00am - 5.00pm Monday - Sunday - 30 minute limit' on the northern side of Park Avenue Burwood, to replace the existing 'No Parking' zone.

Attachments

There are no attachments for this report.

(ITEM LTC17/19) WILGA STREET, BURWOOD - IMPROVEMENTS TO TRAFFIC FLOW

File No: 19/27852

REPORT BY MANAGER TRAFFIC & TRANSPORT

Summary

Council has received concerns from motorists regarding traffic congestion on weekends in Wilga Street between Burwood Road and Shaftesbury Road impacting eastbound traffic.

Background

Under existing traffic conditions, two eastbound lanes are provided in Wilga Street for the first 90 metres east of Burwood Road. Traffic flow is then reduced to one eastbound for the next 115 metres due to 14 on-street parking spaces being provided on the northern side of Wilga Street. Two eastbound lanes are then reinstated for 60 metres on approach to the Shaftesbury Road traffic signals.



Council Officers undertook site inspections on Saturdays and Sundays to observe traffic flow. The observations indicated that at most times traffic was not delayed by the on street parking, however there were times when eastbound traffic was queued along a significant length of Wilga Street (more than the 60 metres where two approach lanes are provided on approach to Shaftesbury Road), thereby extending into the one lane section.

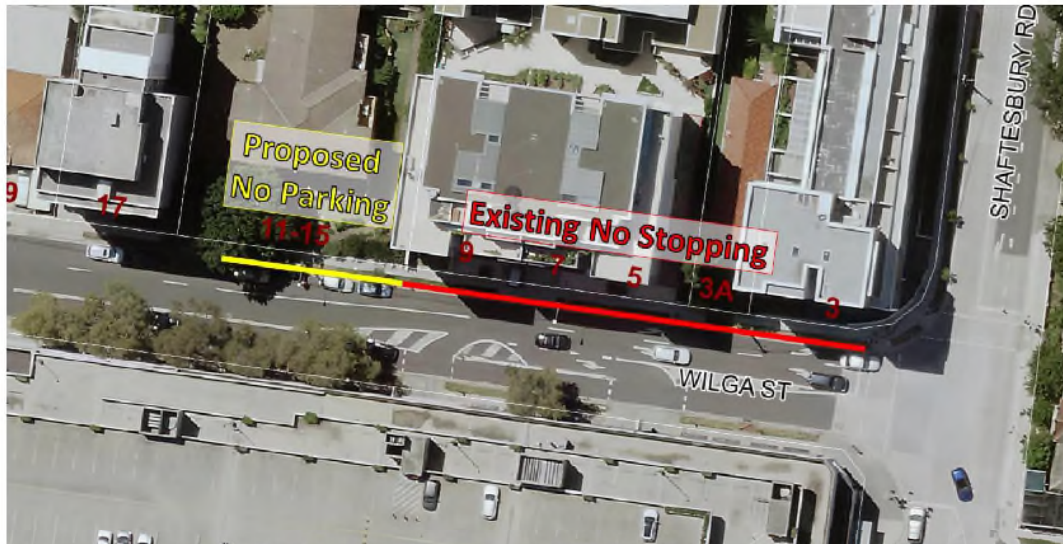
This results in the inability of vehicles to access the left turn lane on approach to Shaftesbury Road. The problem is further exacerbated by the right turn lane into Westfield car park and the right turn out of Westfield car park, noting that the right turn lane into the car park has very limited capacity and at times extends into the one lane section of Wilga Street. It can be concluded from the site inspections that due to the limited existing left turn storage capacity (some 10 vehicles) and similarly the right turn lane storage into Westfield (some 2 vehicles), lane blockage occurs.

Whilst acknowledging that removing all 14 spaces on the northern side of Wilga Street would provide improved capacity and reduced delays it is not considered necessary noting that at most times traffic delays were minimal. Parking surveys undertaken in the PM on weekends indicates that parking occupancies are high in Wilga Street with overall parking occupancies ranging from 79% to 100%.

Proposal

In order to improve traffic flow, without a significant impact to on-street parking capacity it is recommended that the existing 'No Stopping' on approach to the Shaftesbury Road be supplemented with 'No Parking 10am - 6pm Sat - Sun' along the frontage of No.11 to 15 Wilga Street. This will result in the part time loss of 4 parking spaces (23 metres) and provide extended queuing capacity in the kerbside left turn lane from 60 metres to 83 metres to the Wilga Street/Shaftesbury Road traffic signals.

A plan of the proposed parking changes is detailed below:



Consultation

Consultation was undertaken with residents of 11-15 Wilga Street. No responses were received.

Financial Implications

The installation of new '1P 8am - 6pm Mon - Fri, Permit Holders Excepted Area 3' and 'No Parking 10am - 6pm Sat - Sun' signage is estimated to cost \$300 and will be funded from the 2019/20 Traffic Facilities Budget.

Recommendation

That Council approve the replacement of '1P 8am - 6pm Mon - Fri, 8am - 1pm Sat, Permit Holders Excepted Area 3' with '1P 8am - 6pm Mon - Fri, Permit Holders Excepted Area 3' and 'No Parking 10am - 6pm Sat-Sun' on the northern side of Wilga Street along the frontage of No. 11-15 Wilga Street.

Attachments

There are no attachments for this report.

(ITEM LTC18/19) BOUNDARY STREET, CROYDON - REINSTATEMENT OF THE RIGHT TURN OUT OF PLC CAMPUS

File No: 19/28189

REPORT BY MANAGER TRAFFIC & TRANSPORT

Summary

In order to address traffic congestions around the Presbyterian Ladies College (PLC) Sydney and following a successful trial period it is proposed to allow the right turn out of the Hamilton Campus for traffic to head east towards Ashfield.

Background

PLC first contacted Council in early 2018 requesting changes to the existing 'No Right Turn' restriction in place within Boundary Street which prevents vehicles exiting the school from heading east towards Ashfield. The request is due to the delays to traffic generated at the intersection of Boundary Street and Young Street which queue along Boundary Street back towards the school's exit driveway.

Council undertook a review of this request in 2017 and engaged a traffic consultant to undertake a traffic and road safety assessment of the proposal to identify the risks associated with the right turn maneuver. This assessment found that if the right turn ban was removed, the risk of an accident at the school driveways and adjacent sections of Boundary Street would likely increase due to even a small misjudgment of a safe gap in the eastbound traffic stream on Boundary Street by a right-turning driver.

PLC engaged a Traffic Engineer who proposed that the right turn be permitted with the assistance of a traffic controller between 2:30pm – 4:00pm on school days for pedestrian control and to assist / control vehicles turning right out of the site driveway. In order to ensure that the changes to traffic does not negatively impact the surrounding road network the introduction of the right turn was proposed to be undertaken as a trial.

Subsequently a report was presented to the June 2018 Burwood Local Traffic Committee (BLTC) with the following recommendations:

1. *That Council approve the Traffic Control Plan attached to the report allowing the right turn out of PLC Hamilton Campus with the assistance of a qualified traffic controller only as a trial for a period of six months.*
2. *That Council notify PLC of the trial for communication to parents.*

The minutes of the BLTC were adopted by Council at the June 2018 Ordinary Meeting.

Proposal

The trial period has been in operation since August 2018 and is considered to have been a success. Council has not received any complaints with regards to the changes and is not aware of any accidents resulting from the introduction of the right turn. Queuing of east bound traffic in Young Street at the intersection with Meta Street has also reduced as a result.

Given the high volume of traffic and pedestrians within Boundary Street during the afternoon pick up period it is proposed that the school continues to provide assistance by way of a traffic controller between 2:30pm – 4:00pm on school days.

Consultation

The proposed changes will impact traffic exiting PLC, and as such the school will be required to advise those collecting their children of the changes.

Financial Implications

Removal of the existing sign and post is estimated to cost \$50.00 and will be funded from the 2019/20 Traffic Facilities budget. The provision of the traffic controller is to be fully funded by PLC at no cost to Council.

Recommendation

1. That Council approve the removal of the 'No Right Turn' restrictions out of PLC Hamilton Campus onto Boundary Street provided that PLC continues to provide the assistance of a qualified traffic controller between 2.30pm-4.00pm school days.

Attachments

There are no attachments for this report.

(ITEM LTC19/19) HEXTOL STREET, CROYDON PARK - PROPOSED NO PARKING RESTRICTIONS

File No: 19/28538

REPORT BY MANAGER TRAFFIC & TRANSPORT

Summary

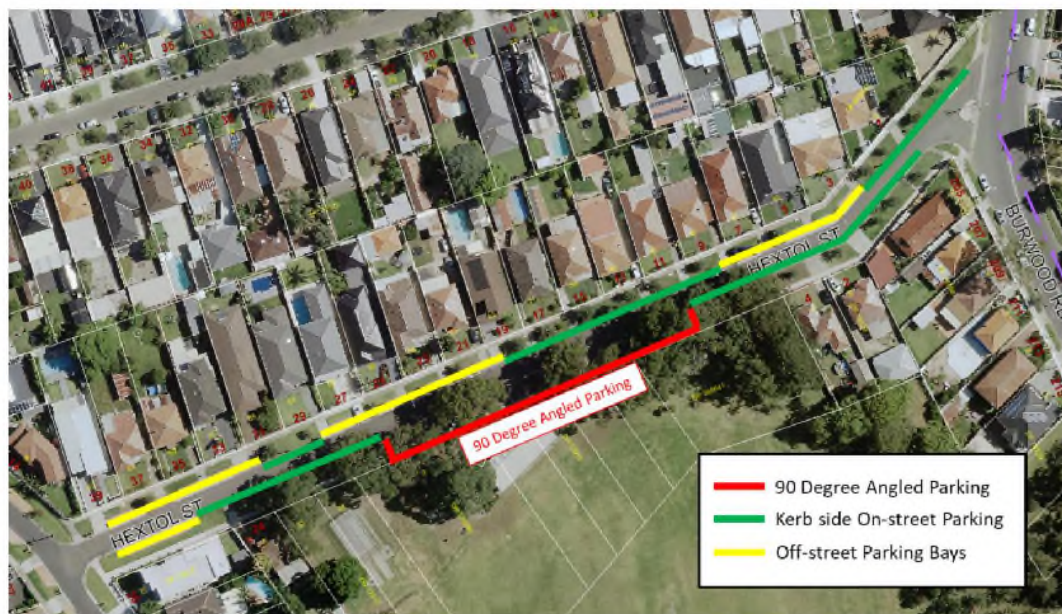
Council has received requests from residents of Hextol Street Croydon Park to address traffic issues within the street resulting from on-street parking.

Background

Recent correspondence from residents of Hextol Street have highlighted that on-street parking is an issue within the street. The main issue relates to the narrow carriageway and difficulties faced by opposing through-traffic when vehicles are parked on both sides of the street.

Hextol Street Croydon Park is a residential street located south of Georges River Road between Burwood Road and Trelawney Street. This section of Hextol Street is a two-way street with kerb side parking available on the northern side and a combination of kerb side parking and 90 degree angled parking available on the southern side. The road carriageway width is 6.65m which results in a single travel lane remaining when vehicles are parked on both sides of the street.

Council has installed off-street parking bays along the northern and southern sides of Hextol Street where possible to provide additional carriageway space to traffic without losing parking. Parking bays were only installed in areas which did not result in the loss of street trees and in consultation with residents.



Council traffic staff undertook preliminary investigations to determine the severity of the issue. The investigations confirmed that Hextol Street was occupied at full capacity with some vehicles observed climbing the footpath to maneuver their way through the street. The issue relates primarily to Saturdays given the use of Flockhart Park for competition sports.

Proposal

In order to assist with vehicle thoroughfare, it is proposed to introduce timed 'No Parking' restrictions on Saturdays only, 7.00am to 4.00pm, along the southern side of Hextol Street opposite property No.27 to property No.31, being approximately 36m. Even though this proposal will result in a loss of six parking spaces, the benefit of providing a safe thoroughfare and easing congestion outweighs the loss of parking.



It should be noted that the 'No Parking' restrictions will still permit motorists to pull up for two minutes provided the driver stays within 3.0m of their vehicle but does not allow vehicles to be parked indefinitely or left unattended.

Consultation

Consultation was undertaken with residents at #24, #27, #29 and #31 Hextol Street with regards to the proposal. One response was received in support of the timed 'No Parking' restrictions.

Financial Implications

The installation of new parking signage is estimated to cost \$200.00 and will be funded from the 2019/20 Traffic Facilities budget.

Recommendation

That Council approve the installation of 'No Parking, 7.00am to 4.00pm, Saturday' restrictions on the southern side of Hextol Street Croydon Park opposite properties #27 - #31.

Attachments

There are no attachments for this report.

(ITEM LTC20/19) 12 MACGREGOR STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

File No: 19/27881

REPORT BY TRAFFIC ENGINEERING OFFICER

Summary

Council has received a request from the resident of 12 MacGregor Street Croydon to install a mobility parking space fronting their property.

Background

MacGregor Street Croydon is a local street which currently has unrestricted parking along both sides of the street. This section of MacGregor Street has a road width of 13.9 metres from the kerb to the kerb with a 2.8 metre center island dividing east and west bound traffic.

The subject property has off-street parking within the driveway and attached car port as well as a detached garage at the rear of the property which can house a total of 4 vehicles. Several site inspections were conducted at various times throughout the day to determine the occupancy within MacGregor Street between Young Street and Wright Street Croydon to assess the amount of available parking spaces. The inspection revealed that parking is available at various times throughout the day with a very high occupancy rate in the afternoon school peak periods only. It must also be noted that the subject driveway as shown below has never been observed to have been obstructed by vehicles.



Property at 12 MacGregor Street Croydon

Driveway delineation lines have since been installed for all properties along MacGregor Street, providing additional space for vehicles to access and egress their properties.

Proposal

Given the availability of on-street parking outside of school peak periods, sufficient access and egress to the property and available amount of off-street parking within the property, it is not proposed to proceed with the installation of a mobility parking space. Criteria for installation of on-street mobility parking space should only be where the resident does not have access to off-street

parking, where on-street parking demand is high and difficult to obtain and where a property cannot be modified to allow on-site parking.





Recommendation

That Council not support the request to install a mobility parking space in front of 12 MacGregor Street Croydon based on the availability of off-street parking.

Attachments

There are no attachments for this report.

(ITEM LTC21/19) 35 DEVONSHIRE STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

File No: 19/27866

REPORT BY TRAFFIC ENGINEERING OFFICER

Summary

Council has received a request from the resident of 35 Devonshire Street Croydon to install a mobility parking space fronting their property.

Background

Devonshire Street Croydon is a local street north of Liverpool Road which currently has unrestricted parking along both sides of the street. This section of Devonshire Street has a road width of 10.1 metres kerb to kerb.

The subject property is located on the corner of Devonshire Street and Liverpool Road. The property currently has off-street parking within the property's driveway accessed via Liverpool Road for one vehicle as well as a detached garage at the rear of the property which can house an additional two vehicles.

Several site inspections were conducted at various times throughout the day to determine the parking occupancy within Devonshire Street between properties number 35 and 25 to determine the amount of available parking spaces within a reasonable distance to the resident's property. The inspection revealed that ample parking was available throughout those times, including directly in front of the subject property or in front of the neighbouring properties. No on-street parking is available directly opposite the property due to the existing bus zone.



Property at 35 Devonshire Street Croydon

Proposal

Given the amount of on-street parking available throughout the day along this section of Devonshire Street, it is not proposed to proceed with the installation of a mobility parking space. Criteria for the installation of on-street mobility parking space should only be where the resident does not have access to off-street parking, where on-street parking demand is high and difficult to obtain and where a property cannot be modified to allow on-site parking.

27 March – 8.00am



Two spaces directly outside property

29 March – 11.30am



One space directly outside property

25 March – 2.30pm



Two spaces directly outside property

26 March – 4.30pm



One space directly outside property

Recommendation

That Council not support the request to install a mobility parking space in front of 35 Devonshire Street Croydon based on the availability of on-street and off-street parking.

Attachments

There are no attachments for this report.



Burwood Council
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BURWOOD LOCAL TRAFFIC COMMITTEE MEETING

MINUTES OF THE MEETING OF THE BURWOOD LOCAL TRAFFIC COMMITTEE held at the Council Chamber, Suite 1, Level 2, 1-17 Elsie Street, Burwood on Thursday 4 July 2019 commencing at 9.30am.

ATTENDANCE

Cr John Faker (Mayor) Chairperson
Sgt Trudy Crowther, NSW Police Service
Mr Kristian Calcagno, Roads and Maritime Services
Ms Jodi McKay, State Member for Strathfield
Mr Rabih Bekdache, Transit Systems
Mr Doug Sutherland AM, JP, Burwood Chamber of Commerce

Mr John Inglese, Group Manager Assets and Infrastructure
Mr Roberto Di Federico, Manager Traffic and Transport
Mr Robert Ristevski, Engineer – Traffic and Design
Mr Henry Huynh, Traffic Engineering Officer

APOLOGIES

That there were no apologies.

CONFIRMATION OF MINUTES

That the minutes of the Burwood Local Traffic Committee of Burwood held on Thursday 6 June 2019, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

GENERAL BUSINESS

(ITEM LTC15/19) PARK ROAD BURWOOD - EXTENSION OF NO PARKING RESTRICTIONS

Summary

Council Officers have identified the need to extend the existing 'No Parking' restrictions along the eastern side of Park Road between Victoria Street and George Street Burwood, to alleviate traffic congestion, potential vehicle conflict and to improve the overall traffic flow.

Recommendation

That Council approve the installation of 'No Parking 9am – 6pm Monday – Friday' restrictions along the eastern side of Park Road Burwood, outside properties 44 and 46, for a length of 28.0m.

(ITEM LTC16/19) META STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE**Summary**

Council has received a request from parents at PLC and local residents to install a mobility parking space on the northern side of Croydon Station to assist drop off and pick up of students and more accessible parking throughout the day.

Recommendation

That Council approve the installation of one on-street mobility parking space in Meta Street Croydon per the plan in the report.

(ITEM LTC14/19) PARK AVENUE BURWOOD - INTRODUCTION OF LOADING ZONE RESTRICTIONS**Summary**

Council has received a request to introduce 'Loading Zone' facilities in Park Avenue to facilitate deliveries to the café located within Burwood Park.

Recommendation

That Council approve the introduction of a single 'Loading Zone 9.00am - 5.00pm Monday - Sunday - 30 minute limit' on the northern side of Park Avenue Burwood, to replace the existing 'No Parking' zone.

(ITEM LTC17/19) WILGA STREET, BURWOOD - IMPROVEMENTS TO TRAFFIC FLOW**Summary**

Council has received concerns from motorists regarding traffic congestion on weekends in Wilga Street between Burwood Road and Shaftesbury Road impacting eastbound traffic.

Recommendation

That Council approve the replacement of '1P 8am - 6pm Mon - Fri, 8am - 1pm Sat, Permit Holders Excepted Area 3' with '1P 8am - 6pm Mon - Fri, Permit Holders Excepted Area 3' and 'No Parking 10am - 6pm Sat-Sun' on the northern side of Wilga Street along the frontage of No. 11-15 Wilga Street.

(ITEM LTC18/19) BOUNDARY STREET, CROYDON - REINSTATEMENT OF THE RIGHT TURN OUT OF PLC CAMPUS**Summary**

In order to address traffic congestions around the Presbyterian Ladies College (PLC) Sydney and following a successful trial period it is proposed to allow the right turn out of the Hamilton Campus for traffic to head east towards Ashfield.

Recommendation

1. That Council approve the removal of the 'No Right Turn' restrictions out of PLC Hamilton Campus onto Boundary Street provided that PLC continues to provide the assistance of a qualified traffic controller between 2.30pm-4.00pm school days.

(ITEM LTC19/19) HEXTOL STREET, CROYDON PARK - PROPOSED NO PARKING RESTRICTIONS

Summary

Council has received requests from residents of Hextol Street Croydon Park to address traffic issues within the street resulting from on-street parking.

Recommendation

That Council approve the installation of 'No Parking, 7.00am to 4.00pm, Saturday' restrictions on the southern side of Hextol Street Croydon Park opposite properties #27 - #31.

(ITEM LTC20/19) 12 MACGREGOR STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

Summary

Council has received a request from the resident of 12 MacGregor Street Croydon to install a mobility parking space fronting their property.

Recommendation

That Council not support the request to install a mobility parking space in front of 12 MacGregor Street Croydon based on the availability of off-street parking.

(ITEM LTC21/19) 35 DEVONSHIRE STREET CROYDON - REQUEST FOR MOBILITY PARKING SPACE

Summary

Council has received a request from the resident of 35 Devonshire Street Croydon to install a mobility parking space fronting their property.

Recommendation

That Council not support the request to install a mobility parking space in front of 35 Devonshire Street Croydon based on the availability of on-street and off-street parking.

This concluded the business of the meeting.

(ITEM IN21/19) SAFE & CLEAN TEAM - QUARTERLY & ANNUAL PERFORMANCE REPORT

File No: 19/32049

REPORT BY DEPUTY GENERAL MANAGER, LAND INFRASTRUCTURE AND ENVIRONMENT

Summary

This report provides performance information on the Safe & Clean Team for the fourth quarter of 2018/19 period.

The Safe & Clean Team operates on a daily basis between the hours of 10am to 6pm. The Safe & Clean Team patrols all main business streets in the Burwood Local Government Area as defined in the contract including Burwood Road, Liverpool Road, The Boulevarde, The Strand and Georges River Road. The Safe & Clean Team like the name suggests focuses on ensuring that the main business streets are always clean by removing light litter and cleaning infrastructure as well as reporting all crime activity to Police and all local law breaches to Council. The Safe & Clean Team provides a key visual presence of Council along the main commercial streets during the above hours.

Below highlights the performance for the quarter as well as an annual summary:

Activity	April 2019	May 2019	June 2019	Quarterly Total	Annual Total
Rubbish removed from roadway	1832 litres 15 (120L bins)	2512 litres 21 (120L bins)	1943 litres 16 (120L bins)	6287 litres 52 (120L bins)	24597 litres 205 (120L bins)
Shopping trolleys reported and removed into side streets	210	193	185	588	1887
Advertising posters removed	15	25	25	65	291
Report Graffiti on Council Property	0	0	0	0	21
Report Road Obstructions	1	0	0	1	43
Report crime	0	0	0	0	0
Small spill clean ups	20	35	45	100	544
Distribute information leaflets	0	0	0	0	200
Report maintenance issues	0	0	0	0	6

In regards to light litter removed from the roadways – Burwood Road continues to provide the most dumped light litter on the roadway due to high pedestrian traffic. This is an annual increase of 2000L of light litter removed this period compared to last financial period.

In regards to shopping trolleys – the new removal process of trolleys at Council has seen a huge improvement during the period with the majority of trolley removed from the roadway either by Council and trolley collection companies. During this period 400 trolleys less were reported and moved by the Safe & Clean Team compared to last financial period.

In regards to advertising posters – these matters were mainly the small handwritten signs placed on poles or bins and they were removed physically by the Team. The Safe & Clean Team removed 200 posters less this period compared to the last financial period.

In regards to small spills – this activity has increased this period compared to the last financial year with more than 400 reported matters.

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

Operational Plan Objective

- 1.1 A safe community for resident, workers and visitors
- 1.1.1 Maintain clean and attractive streets and public spaces

No Decision – Information Item Only

Attachments

There are no attachments for this report.

(ITEM IN22/19) ANSWERS TO QUESTIONS WITHOUT NOTICE - COUNCIL MEETING OF 25 JUNE 2019

File No: 19/32191

REPORT BY ACTING DEPUTY GENERAL MANAGER, CORPORATE GOVERNANCE & COMMUNITY

Summary

At the Council Meeting of 25 June 2019 the following Questions without Notice (QWN) were submitted by Councillors. Council Officers responded to the QWN and Councillors were notified on 10 July 2019 of the outcome of the QWN.

Operational Plan Objective

2.1.3 Ensure transparency and accountability in decision making

These are now submitted as part of the Council Agenda for Public Notification:

QUESTIONS WITHOUT NOTICE – COUNCIL MEETING OF 25 JUNE 2019	
Question	Response
<p><u>Councillor Lesley Furneaux-Cook</u></p> <p>Question 1:</p> <p>Burwood Road is a vibrant night area and there are many delivery/'ubereats' people who wait on streets, and they are often smoking. Whilst we cannot restrict this, nonetheless, the litter is concerning. Does Council have sufficient ashtrays and have we explored the stencilling on gutters (eg. 'No butts in our drains')?</p>	<p><u>Group Manager - Civil Construction & Operations</u></p> <p>Council has 97 b-tidy bins throughout the LGA and CBD areas. Many of these bins have a cigarette butt litter containers/ashtrays installed on them, predominantly throughout the CBD areas and major access points such as Burwood Train Station and Westfield's. Council Staff are currently reviewing the locations in which these are installed with the intention of rolling out ash receptacles on all the Stainless Steel bin enclosures along Burwood Road and then the remainder of the CBD areas.</p> <p>Council has considered in the past stencilling on the stormwater drain lintels however over time these have become a maintenance issue.</p>
<p><u>Councillor Lesley Furneaux-Cook</u></p> <p>Question 2:</p> <p>After attending the NLG Conference, what projects do we have 'shovel ready' for any dollar to dollar funding partnership with the state/federal government?</p>	<p><u>Group Manager Assets & Infrastructure</u> <u>Group manager Property & Building Services</u></p> <p>"Shovel Ready" Civil Infrastructure Projects include projects listed on the 2019/20 Capital Works Program for road re-sheeting and footpath replacement works within the Burwood LGA.</p> <p>Key projects include but are not limited to Shelly Street drainage and associated rehabilitation works (drainage KG footpath and road resurfacing), Wentworth Road Burwood concrete pavement rehabilitation including drainage,</p>

QUESTIONS WITHOUT NOTICE – COUNCIL MEETING OF 25 JUNE 2019

	<p>Paisley Road Burwood concrete pavement rehabilitation, Burwood Road Burwood concrete pavement rehabilitation, Wellington Street Croydon rehabilitation works (KG, footpath and road resurfacing), Short St Burwood rehabilitation works (KG, footpath and road resurfacing), Burwood Park drainage, pond and water harvesting works to name a few.</p> <p>The proposed Netball Courts and the expansion of the EAC carpark in Grant Park could form one application with a detailed design for this project to also include drainage and lighting etc.</p> <p>Another special project for this area of Grant Park would be the proposed All Abilities Playground.</p> <p>Also one of the major capital works projects approved by Council is the construction of the indoor 25m Learn to Swim pool as part of the staged development of the Enfield Aquatic Centre Masterplan project. It is anticipated that the project will commence in the early months of 2020.</p>
<p><u>Councillor Heather Crichton</u></p> <p>Question 1:</p> <p>Has progress been made with Transport NSW in having them remove the graffiti tags off their rail infrastructure, particularly in highly visible areas such as the Burwood Station overpass and all along the rail corridor (Croydon to Strathfield) as viewed from the roadway/footpath?</p>	<p><u>Group Manager, Civil Construction & Operations</u></p> <p>Council's Group Manager Operations has made further inquiries and has now made contact with the Contract Manager responsible for Sydney Trains Graffiti contract along the rail corridor.</p> <p>Council's Group Manager will be meeting with the contract manager and a further update will be provided of the outcome of this meeting.</p>

No Decision – Information Item Only**Attachments**

There are no attachments for this report.