



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

ORDINARY MEETING

Notice is hereby given that a meeting of Burwood Council will be held in the Conference Room, Level 1, 2 Conder Street, Burwood on Tuesday 26 March 2024 at 6:00 PM to consider the matters contained in the attached Agenda.

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

Public Forum

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

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

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

Tommaso Briscese
General Manager

Councillors



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Cr Hugo Robinson
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Council meeting room

General
Manager

Mayor
Faker

Cr
Mannah

Cr Esber

Cr
Cutcher

Cr
Crichton

Cr
Robinson

Cr Hull

Public gallery

Agenda

For an Ordinary Meeting of Burwood Council to be held in the Conference Room, Level 1, 2 Conder Street, Burwood on Tuesday 26 March 2024 immediately after the Public Forum commencing at 6.00pm.

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

Mayoral Minutes

- (Item MMX/24) Heritage and Governance – Transport Orientated Development Program (TOD) – Croydon Precinct *[To be circulated as a Late Paper]*
- (Item MM1/24) Proposed LGA Boundary Adjustment – Croydon – Burwood/Inner West Boundary 5

General Business

- (Item 14/24) Draft Youth Action Plan 2024-2027 - For Adoption..... 7
- (Item 20/24) Investment Report as at 31 January 2024 and 29 February 2024 53
- (Item 15/24) National General Assembly of Local Government and the Australian Placemaking Summit 2024 - Conference Attendance..... 61
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Reports of Committees

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Notices of Motion

(Item NM1/24) Sharing our streets with students who walk, ride and scoot to school 136

(Item NM2/24) Transport Oriented Development Program (TOD) – Croydon Precinct..... 138

Confidential Items

(Item 19/24) Cleaning Services - Council Park Amenities

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) (d) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND 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.

Mayoral Minute

(Item MM1/24) Proposed LGA Boundary Adjustment – Croydon – Burwood/Inner West Boundary

File No: 24/8490

Mayoral Minute by Cr John Faker (Mayor)

Summary

Since 2007, the Presbyterian Ladies College (PLC), has consistently advocated to both Burwood Council and Inner West Council (including the former Ashfield Council), for a realignment of the Local Government Area (LGA) boundaries bordering the eastern portion of the Croydon Campus to allow the majority of school facilities to fall into the Burwood LGA.

The rationale behind PLC's push for the boundary realignment is primarily due to the complex ownership of land by the school, which straddles two distinct LGAs. This variation in jurisdictional boundaries presents logistical challenges and administrative complexities for the school. By consolidating the school's land under one Council, PLC anticipates several operational benefits, including streamlined dealings for matters such as rates, site planning, development applications, waste management, and advocacy initiatives. A visual representation of the school's land ownership pattern along with the current and proposed LGA boundary is shown in Attachment A.

The proposed boundary change would affect 4 parcels of land not in the ownership of the school. The process for such alterations is governed by the Local Government Act 1993, which outlines specific steps to be followed before any LGA alteration can be considered. These steps include obtaining agreement from the affected Councils and possibly the electors, providing detailed property descriptions and maps of the affected areas, and submitting resolutions supporting the alteration. The Office of Local Government (OLG) oversees the review process and facilitates the necessary approvals, ultimately culminating in the publication of a proclamation in the NSW Government Gazette to effect the boundary alteration.

Operational Plan Objective

C.3 – Creating an urban environment that maintains and enhances our sense of identity and place.

I therefore move that:

1. Council confirms it has no in-principle objections to the proposed adjustment to the Local Government Area boundary between Burwood and Inner West as shown in Attachment A of this report
2. The Mayor of Burwood write to the Mayor of Inner West seeking cooperation on this matter
3. The General Manger formally consult and seek feedback from Inner West Council and the impacted property owners on the proposed adjustment to the Local Government Area boundary as shown in Attachment A of this report
4. Following consultation with Inner West Council and the impacted property owners a report be brought back to Council outlining options and details of next steps in the legal process under the NSW Local Government Act 1993 to progress proposed adjustment to the Local Government Area boundary as shown in Attachment A of this report with the NSW Office of Local Government.

Attachments

- 1 [↓](#) Proposed LGA Boundary Change - Croydon

(Item 14/24) Draft Youth Action Plan 2024-2027 - For Adoption

File No: 24/6844

Report by Director Community Life

Summary

The *Draft Youth Action Plan 2024 - 2027* focuses on young people aged 12 to 24 years who live, visit, learn and work in the Burwood Local Government Area (LGA). The Draft Plan has been co-created by young people working with Council. It defines their key priorities and outlines actions for Council to take, working together with young people, families, schools, services and other partners, to deliver on these priorities over the next four years.

Following endorsement for public exhibition by Council at its meeting held on 28 November 2023, the *Draft Youth Action Plan 2024 - 2027* was placed on public exhibition for on an extended 86-day period to accommodate the school holiday period and maximise the opportunity for feedback from young people in the community. This report now seeks Council's adoption of the final Plan.

Operational Plan Objectives

A.7: Develop and implement the Youth Action Plan.

A.8: Implement social research programs to identify and address existing and emerging community needs.

Background

Young people are an important part of the Burwood community and play a vital role in its development. Young people aspire for a community that supports them in their transition through youth to adulthood, where they can become full and active members of future Burwood as employees, business owners, residents, and raise their families in a vibrant, diverse and inclusive place and community.

The *Draft Youth Action Plan 2024 - 2027* has been developed through youth led community engagement, desktop research and data analysis. Council employed four young people as Youth Engagement Officers to undertake research, community engagement with local young people and contribute to the development of the Draft Plan. This involved supporting the Youth Engagement Officers to complete International Association of Public Participation (IAP2) accredited training along with mentoring and coaching from Council's Community and Culture Team.

These positions and the development of the *Draft Youth Action Plan 2024 - 2027* were funded by the NSW Government through the COVID-19 Community Connection and Wellbeing Program.

Proposal

The *Draft Youth Action Plan 2024 - 2027* highlights that young people in Burwood "want to feel supported, seen and heard." It focuses on supporting young people in their learning and during the transition from school to work, building better connections and supports, encouraging healthy and safe relationships as well as providing opportunities for young people to contribute and participate in community life in a way that matters to them.

Consultation

The *Draft Youth Action Plan 2024-2027* was placed on public exhibition for an extended period of 86 days (from 29 November 2023 to 25 February 2024) to accommodate the Christmas closure period, school holidays and maximise feedback from young people in the community.

Feedback was sought via Council's online engagement platform – Participate Burwood. During the public exhibition period 136 people interacted with the Participate Burwood page. The Draft Plan was downloaded 70 times, with an additional 7 downloads of the 'Youth Plan on a page' summary document.

The public exhibition phase was also promoted via Council's social media platforms on 2 occasions and Council's e-news channels throughout the exhibition period with a collective reach of 4,489 people. In addition, the Draft Plan was distributed to all local high schools, 40 youth specific organisations and through youth services listed as members in the Child and Family Interagency, which is resourced by Council's Youth Projects Officer. Council's Multicultural Advisory Committee and Disability Inclusion Advisory Panel members were also notified and invited to provide feedback.

Nil submissions were received during the public exhibition period. As a result, no changes have been made to the *Draft Youth Action Plan 2024- 2027*.

Planning or Policy Implications

The Plan has been developed to address action 'A.7: Develop and implement the Youth Action Plan', which is outlined in the adopted *Operational Plan 2023 – 2024*. An implementation plan will be developed for each year of the four-year life of the Plan and key actions will be incorporated annually into Council's Operational Plan to ensure their delivery. Council will monitor implementation, regularly review and measure the outcomes of activities through Council's Integrated Planning and Reporting framework.

Financial Implications

All actions planned for the current financial year will be delivered within the adopted operational budget. The *Youth Action Plan 2024 - 2027* will be used to inform decision making and develop future budgets aligned with Council's annual operational plans. Council will also continue to seek external funding and collaboration opportunities to support the implementation of key projects.

Conclusion

This report recommends that Council adopts the *Draft Youth Action Plan 2024 – 2027*. A copy of the Plan is included under Attachment 1 of this report.

The *Draft Youth Action Plan 2024 – 2027* is the first co-created strategic plan developed by Council working with young people. It aims to support better outcomes for young people and make Burwood a place where all young people are supported, seen and heard.

Recommendation(s)

1. That Council adopts the *Draft Youth Action Plan 2024 – 2027* included under Attachment 1.

Attachments

- 1 [↓](#) Burwood Youth Action Plan 2024 - 2027 - Final Version Proposed for Adoption

(Item 20/24) Investment Report as at 31 January 2024 and 29 February 2024

File No: 24/7662

Report by Director Corporate Services

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

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

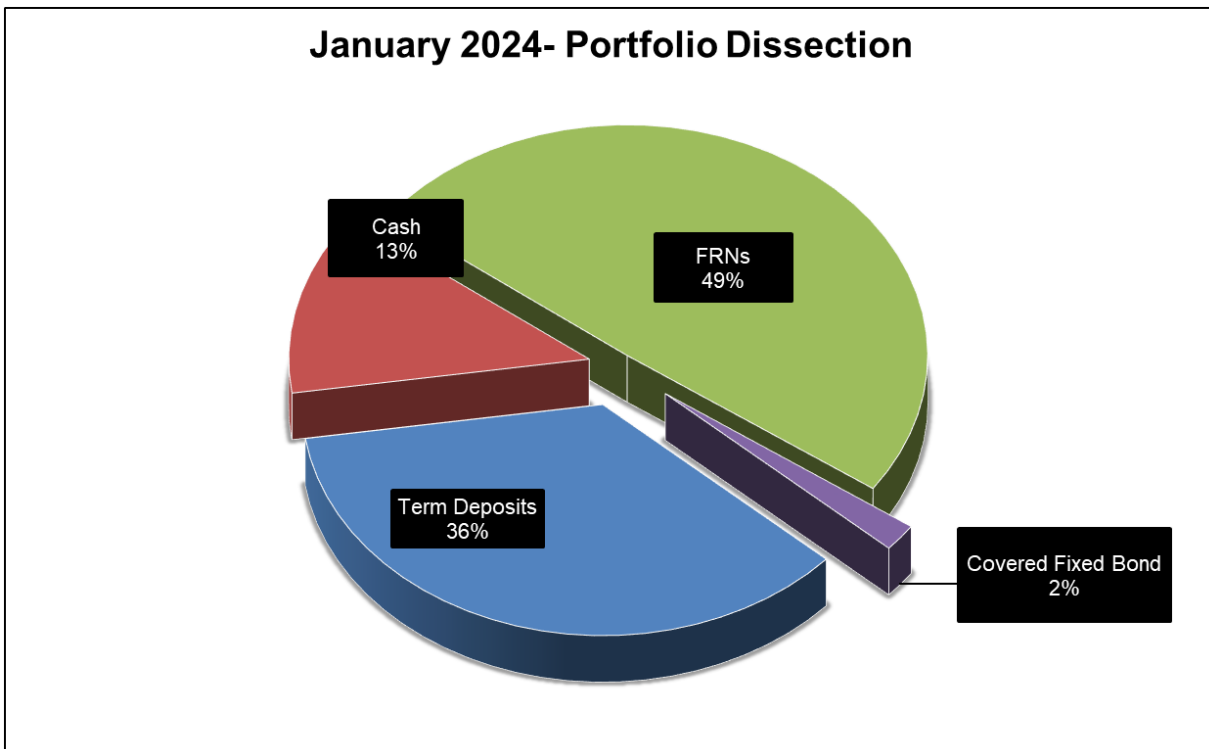
Background

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

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

Investment Portfolio

Council has a diversified investment portfolio and has a number of direct investments in term deposits. Its investment portfolio as at 31 January 2024 is:



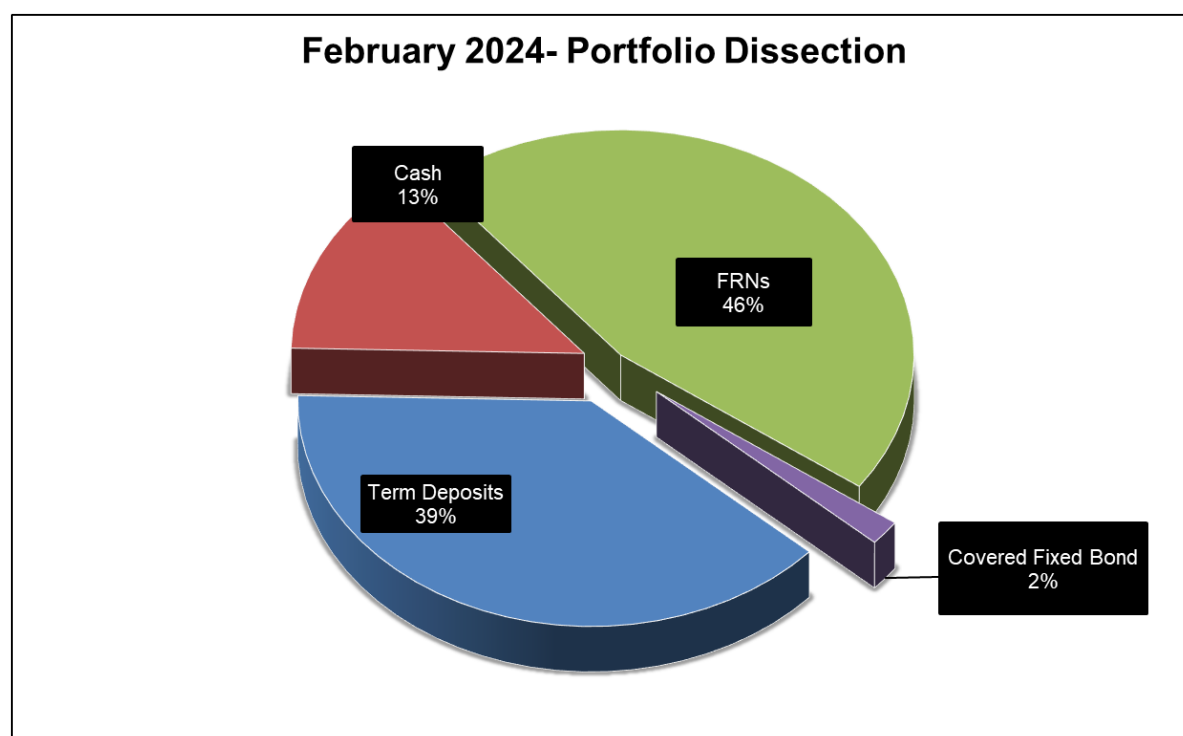
As at 31 January 2024 Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
14 Aug 23	CBA	4,000,000	5.50%	270	10 May 24
09 Oct 23	SunCorp	4,000,000	5.15%	274	09 Jul 24
10 Oct 23	NAB	4,000,000	5.17%	365	09 Oct 24
02 Nov 23	CBA	3,000,000	5.40%	364	31 Oct 24
05 Dec 23	CBA	4,000,000	5.21%	182	03 Jun 24
	Total	19,000,000			

As at 31 January 2024 Council held the following Floating Rate Notes:

Purchase Date	Financial Institution	Principal Amount	Current Coupon Rate	Investment Days	Maturity Date
16 Jun 21	MyState Bank Ltd	2,500,000	5.0125%	1,461	16 Jun 25
24 Aug 21	National Australia Bank	1,500,000	4.7886%	1,826	24 Aug 26
11 Aug 22	Westpac	1,800,000	5.2186%	1,096	11 Aug 25
18 Aug 22	Commonwealth Bank of Australia	2,400,000	5.4028%	1,826	18 Aug 27
13 Oct 22	MyState Bank Ltd	1,500,000	5.6502%	1,096	13 Oct 25
17 Oct 22	Suncorp-Metway Limited	800,000	5.2302%	1,096	17 Oct 25
07 Nov 22	Sumitomo Mitsui Banking Sydney	2,000,000	5.5142%	1,096	07 Nov 25
13 Jan 23	Commonwealth Bank of Australia	3,000,000	5.5002%	1,826	13 Jan 28
19 Jan 23	Rabobank U.A Australia Branch	1,500,000	5.5189%	1,826	19 Jan 28
10 Feb 23	Newcastle Permanent Building Society	1,000,000	5.4142%	1,461	10 Feb 27
03 Mar 23	HSBC Sydney Branch	2,000,000	5.4168%	1,827	03 Mar 28
16 Mar 23	United Overseas Bank Sydney	2,000,000	5.0925%	1,096	16 Mar 26
18 May 23	Suncorp-Metway Limited	1,500,000	5.4328%	1,096	18 May 26
16 Jun 23	QPCU Limited T/A QBANK	2,750,000	6.0625%	1,096	16 Jun 26
	Total	26,250,000			

Its investment portfolio as at 29 February 2024 is:



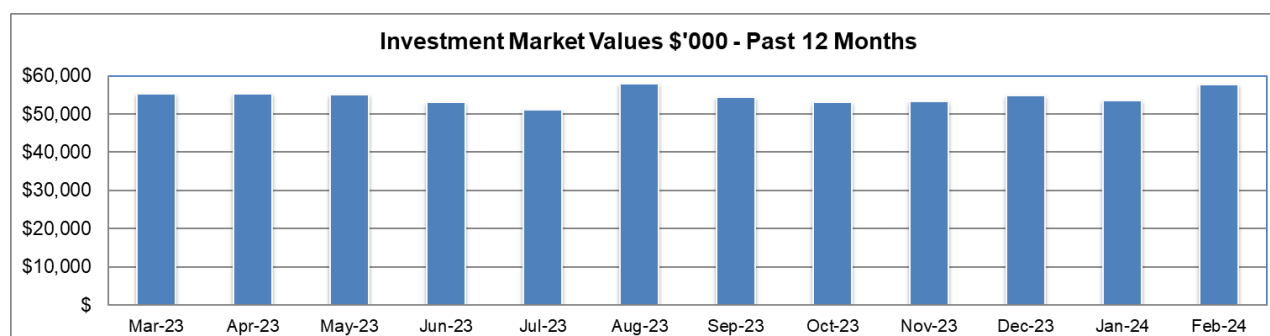
As at 29 February 2024 Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
14 Aug 23	CBA	4,000,000	5.50%	270	10 May 24
09 Oct 23	SunCorp	4,000,000	5.15%	274	09 Jul 24
10 Oct 23	NAB	4,000,000	5.17%	365	09 Oct 24
02 Nov 23	CBA	3,000,000	5.40%	364	31 Oct 24
05 Dec 23	CBA	4,000,000	5.21%	182	03 Jun 24
22 Feb 24	NAB	3,000,000	5.08%	365	21 Feb 25
	Total	22,000,000			

As at 29 February 2024 Council held the following Floating Rate Notes:

Purchase Date	Financial Institution	Principal Amount	Current Coupon Rate	Investment Days	Maturity Date
16 Jun 21	MyState Bank Ltd	2,500,000	5.0125%	1,461	16 Jun 25
24 Aug 21	National Australia Bank	1,500,000	4.7456%	1,826	24 Aug 26
11 Aug 22	Westpac	1,800,000	5.1472%	1,096	11 Aug 25
18 Aug 22	Commonwealth Bank of Australia	2,400,000	5.3600%	1,826	18 Aug 27
13 Oct 22	MyState Bank Ltd	1,500,000	5.6502%	1,096	13 Oct 25
17 Oct 22	Suncorp-Metway Limited	800,000	5.2302%	1,096	17 Oct 25
07 Nov 22	Sumitomo Mitsui Banking Sydney	2,000,000	5.4490%	1,096	07 Nov 25
13 Jan 23	Commonwealth Bank of Australia	3,000,000	5.5002%	1,826	13 Jan 28
19 Jan 23	Rabobank U.A Australia Branch	1,500,000	5.5189%	1,826	19 Jan 28
10 Feb 23	Newcastle Permanent Building Society	1,000,000	5.3472%	1,461	10 Feb 27
03 Mar 23	HSBC Sydney Branch	2,000,000	5.4168%	1,827	03 Mar 28
16 Mar 23	United Overseas Bank Sydney	2,000,000	5.0925%	1,096	16 Mar 26
18 May 23	Suncorp-Metway Limited	1,500,000	5.3900%	1,096	18 May 26
16 Jun 23	QPCU Limited T/A QBANK	2,750,000	6.0625%	1,096	16 Jun 26
	Total	26,250,000			

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 and Attachment 2. Definitions on the types of investments are detailed in Attachment 3.

Investment Performance and Market Commentary

At the Reserve Bank of Australia (RBA) meeting on the 6 February 2024, the Board decided to leave the official cash rate at 4.25 per cent. According to the Statement by the Reserve Bank board "...Inflation continued to ease in the December quarter. Despite this progress, inflation remains

high at 4.1 per cent. Goods price inflation was lower than the RBA's November forecasts. It has continued to ease, reflecting the resolution of earlier global supply chain disruptions and a moderation in domestic demand for goods. Services price inflation, however, declined at a more gradual pace in line with the RBA's earlier forecasts and remains high. This is consistent with continuing excess demand in the economy and strong domestic cost pressures, both for labour and non-labour inputs.

Higher interest rates are working to establish a more sustainable balance between aggregate demand and supply in the economy. Accordingly, conditions in the labour market continue to ease gradually, although they remain tighter than is consistent with sustained full employment and inflation at target. Wages growth has picked up but is not expected to increase much further and remains consistent with the inflation target, on the assumption that productivity growth increases to around its long-run average. Inflation is still weighing on people's real incomes and household consumption growth is weak, as is dwelling investment.

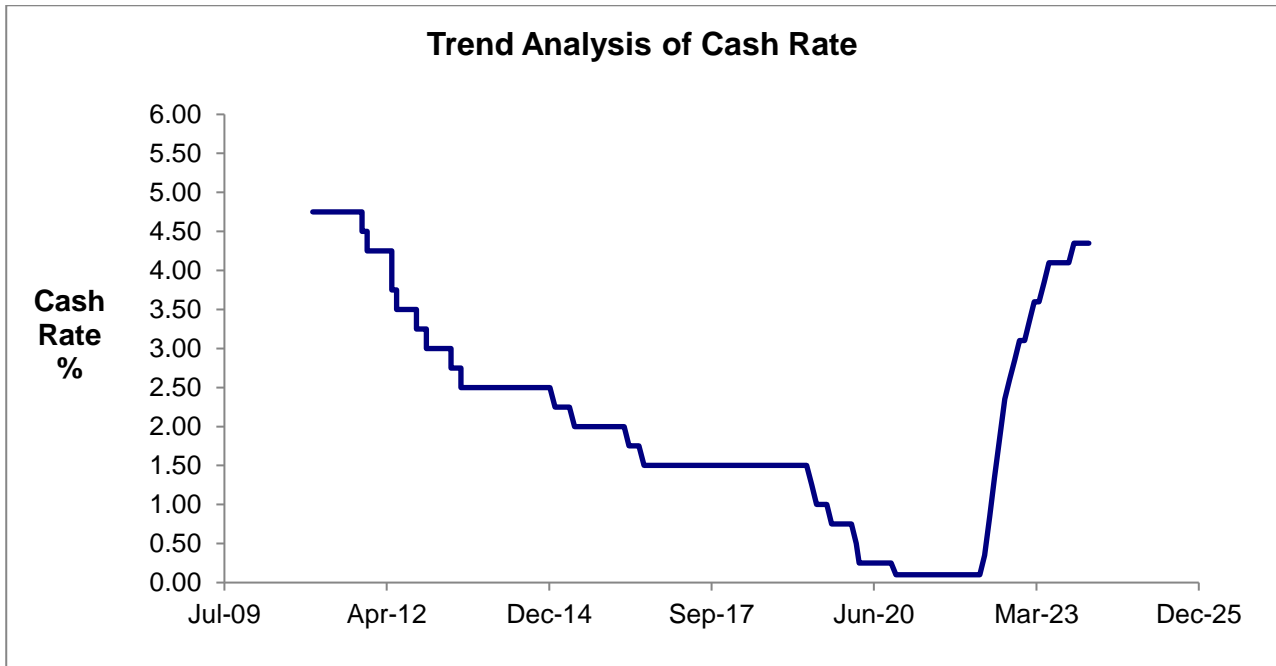
While there are encouraging signs, the economic outlook is uncertain and the Board remains highly attentive to inflation risks. The central forecasts are for inflation to return to the target range of 2–3 per cent in 2025, and to the midpoint in 2026. Services price inflation is expected to decline gradually as demand moderates and growth in labour and non-labour costs eases. Employment is expected to continue to grow moderately and the unemployment rate and the broader underutilisation rate are expected to increase a bit further.

While there have been favourable signs on goods price inflation abroad, services price inflation has remained persistent and the same could occur in Australia. There also remains a high level of uncertainty around the outlook for the Chinese economy and the implications of the conflicts in Ukraine and the Middle East. Domestically, there are uncertainties regarding the lags in the effect of monetary policy and how firms' pricing decisions and wages will respond to the slower growth in the economy at a time of excess demand, and while the labour market remains tight. The outlook for household consumption also remains uncertain.

Returning inflation to target within a reasonable timeframe remains the Board's highest priority. This is consistent with the RBA's mandate for price stability and full employment. The Board needs to be confident that inflation is moving sustainably towards the target range. To date, medium-term inflation expectations have been consistent with the inflation target and it is important that this remains the case.

While recent data indicate that inflation is easing, it remains high. The Board expects that it will be some time yet before inflation is sustainably in the target range. The path of interest rates that will best ensure that inflation returns to target in a reasonable timeframe will depend upon the data and the evolving assessment of risks, and a further increase in interest rates cannot be ruled out. The Board will continue to pay close attention to developments in the global economy, trends in domestic demand, and the outlook for inflation and the labour market. The Board remains resolute in its determination to return inflation to target and will do what is necessary to achieve that outcome."

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



Recommendation(s)

1. That the investment report for 31 January 2024 and 29 February 2024 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

Attachments

- 1 [↓](#) Investment Register - 31 January 2024
- 2 [↓](#) Investment Register - 29 February 2024
- 3 [↓](#) Investment Types

(Item 15/24) National General Assembly of Local Government and the Australian Placemaking Summit 2024 - Conference Attendance

File No: 24/8035

Report by General Manager

Summary

This report is to inform Council of the upcoming 2024 National General Assembly of Local Government and the Australian Placemaking Summit.

Operational Plan Objective

2.5.1 Provide strong leadership and advocacy on behalf of the community.

Background

The 2024 National General Assembly of Local Government (NGA24) will be held at the National Convention Centre in Canberra from 2 to 4 July 2024. Council may nominate one Voting Delegate, and Council is requested to consider the delegate and nominated observers to attend the NGA24.

The theme for the annual NGA is “Building Community Trust”, which acknowledges the critical importance of trust in our democracy’s different levels of government, its institutions, and amongst its citizens.

The Australian Placemaking Summit will be held at the Melbourne Convention and Exhibition Centre, Melbourne Victoria, from 1 to 2 May 2024. The Summit is a high-level forum for discussion and debate around the crucial role of placemaking in creating better places and shaping the future of cities and towns across Australia. The 2-day summit will provide a leading platform for people from both the government and private sectors to network and discuss opportunities as well as solutions for challenges encountered in the process of placemaking. Council may nominate delegates to attend to gain a deeper understanding of the role of placemaking within our community.

Financial Implications

NGA24

The table below indicates approximate costs per person to attend the 2024 National General Assembly of Local Government in Canberra:

- | | |
|--|-------------------|
| • Early Bird Registration Fee
(Payment due by Friday 7 June 2024) | \$945.00 |
| • Conference Dinners <ul style="list-style-type: none"> ○ GA Dinner – 3 July 2024 | \$175.00 |
| • Return Air Fare to Canberra
Or Travel by Car | \$450.00 - 500.00 |
| • Hotel Accommodation per Night | \$570.00 |

Councillors using private vehicles will be reimbursed in accordance with the Rate payable for claims by Council Officers under the *NSW (Local Government) State Award*, subject to the cost not exceeding the average air fare of other Councillors who flew or, if no other Councillor flew, the Flexible Economy Class air fare to the same destination available at the time of the conference.

Australian Placemaking Summit

The below are approximate costs per person to attend the summit in Melbourne:

- Early Bird Registration Fee \$1,314.50

- Return Air Fare to Melbourne \$300.00 - 350.00

- Hotel Accommodation per Night \$300.00 - 350.00

The above expenses will be met by Council in accordance with the Councillors' Expenses and Facilities Policy. If spouses/partners wish to accompany Councillors to the NGA24 or the Australian Placemaking Summit, all costs, including any additional air fare/accommodation costs, must be met by the Councillor or spouse/partner.

Recommendation(s)

1. That Council nominate the Mayor, or his alternate, as the Voting Delegate for the 2024 National General Assembly of Local Government (NGA24) to be held from 2 to 4 July 2024 in Canberra.

2. That Council determines the attendance of Councillors and the General Manager as observers at the 2024 National General Assembly of Local Government (NGA24) from 2 to 4 July 2024 in Canberra.

3. That Council determines the attendance of the Mayor, Councillors and the General Manager as attendees at the 2024 Australian Placemaking Summit from 1 to 2 May 2024 in Melbourne.

Attachments

There are no attachments for this report.

(Item 17/24) Amendment of Council Meeting Schedule

File No: 24/8653

Report by Director Corporate Services

Summary

This report proposes two amendments to the previously adopted schedule of Council meeting dates for 2024.

Operational Plan Objective

A.110 Deliver a progressive and accountable framework to support Councillors and Burwood Local Planning Panel

Background

The schedule of Council meeting and briefing dates for 2024 was adopted by Council on 28 November 2023.

Proposal

The following changes to the schedule are proposed:

1. It is proposed that the meeting and pre-meeting briefing currently scheduled for Tuesday 28 May 2024 be brought forward by one week to Tuesday 21 May 2024.

It is intended to present the draft budget to the May meeting of Council. That draft budget must be publicly exhibited for 28 days prior to being brought back to the 25 June 2024 meeting of Council for formal adoption. It is critical that the budget is adopted before 30 June 2024 to ensure that Council can continue to operate from 1 July onwards. Holding the May meeting a week earlier will ensure there is sufficient time for public exhibition and consideration of any comments before the 25 June meeting.

2. It is proposed that the meeting and pre-meeting briefing scheduled for Tuesday 24 September 2024 be cancelled.

The Local Government Elections will take place on Saturday 14 September 2024. The NSW Electoral Commission has now confirmed that it will not be declaring the outcome of those elections until 1 October 2024 at the earliest. As Council cannot meet until after the declaration of the polls, the 24 September 2024 meeting cannot proceed.

Planning or Policy Implications

No Planning or Policy implications.

Financial Implications

While the proposal itself does not have financial implications, should the budget not be adopted prior to 30 June 2024, Council will not be able to operate from 1 July 2024 until a budget is formally adopted.

Conclusion

It is recommended the proposed changes be adopted to ensure appropriate time for public consultation on the budget and to reflect the requirements around Council elections.

Recommendation(s)

That the Council meeting and briefing schedule be amended as follows:

1. The meeting of Council and related pre-meeting briefing scheduled for 28 May 2024 be rescheduled to 21 May 2024.
2. The Council and related pre-meeting briefing currently scheduled for 24 September 2024 be cancelled.

Attachments

There are no attachments for this report.

(Item 18/24) Expansion of Burwood's Pop-Up Market Offerings

File No: 24/8257

Report by General Manager

Summary

This report proposes the expansion of Burwood's pop-up market offerings through the trial of two new market events in Burwood Park.

These markets are intended to activate our public spaces, stimulate increased economic activity in the Town Centre and create dynamic, inclusive environments for people of all ages to enjoy.

Delivered in partnership with Cambridge Markets, who specialise in market events, the activations are scheduled to coincide with the June 2024 long weekend and Council's Christmas Carols event in December 2024.

Expanding on the success of the existing Woodstock Artisan Markets, the pop-up markets at Burwood Park will offer up to 150 stalls, significantly enhancing the scale and variety of goods available to our community and visitors.

Operational Plan Objective

P22. Deliver projects that activate streets, public and open spaces and enhance amenity, accessibility and safety

P 36. Activate key public places to foster productivity, economic recovery, community connection and local identity

Background

Following the successful delivery of the Woodstock Artisan Markets, Council has identified an opportunity to further leverage our public spaces to enhance community engagement and promote economic development.

The delivery of large scale pop-up market events in Burwood Park aims to build upon this foundation, with Cambridge Markets offering a more extensive array of artisan, food, and cultural stalls.

With a proven track record of organising successful markets in various locations, including Wentworth Point, Cronulla, Meadowbank, Rosebury, Zetland, and Maroubra, this partnership aims to draw on Cambridge Markets' expertise to ensure events are high-quality and reflect the dynamic, inclusive spirit of our community.

Proposal

This report seeks to endorse the trial of two large-scale market events in Burwood Park.

Given the social and economic benefits that would result from the delivery of these events, it is recommended that Council subsidise the cost by waiving the \$2,000 park hire fee for the two trial events. All other associated fees and charges would still apply.

Key Benefits:

Activate Burwood's Public Spaces: utilising Burwood Park to host dynamic events that attract residents and visitors, enhancing the vibrancy of our community.

Support Local Economy: the markets are expected to draw significant crowds resulting in increasing foot traffic and consumer spending in the town centre, benefiting local businesses.

Enhance Community Engagement: offering a diverse range of activities and stalls that cater to the interests of a wide demographic, while also coinciding with the delivery of major Council events like Carols in the Park.

Market Details:

Timing: the two activations are proposed to take place from 7am to – 9pm, inclusive of bump in and bump out on:

- 8 June 2024 coinciding with the long weekend
- 14 December 2024 coinciding with Council’s Carols in the Park event

Scale: each market will feature up to 150 stalls.

Management: Cambridge Markets, known for their expertise in organising large-scale market events, will oversee the planning, setup and management of these markets. Council will support the promotion of the events and oversee bump-in and bump-out.

Consultation

Consultation will be undertaken with local businesses, residents, and key stakeholders to gather feedback and ensure the markets align with community interests and needs.

Cambridge Markets will also consult with local businesses to identify any operators who may wish to participate in the pop-up market events, and will help facilitate their integration into each event.

Anecdotally, Council has received positive feedback from the community about the Woodstock Artisan Markets and a strong desire to see this offering expand.

Financial Implications

The fees and charges associated with booking Burwood Park for an event of this scale are as follows:

Name	Fee including GST
Event park hire for 8 hours	\$2,000
Bump in and bump out	\$20 per hour
Administration	\$80
Garbage bins	\$55 per 100 people
Event staff	\$50 per hour
Commercial stalls	\$35 each
Community stalls	\$20 each
Commercial food stall	\$129 each
Community food stall	\$82 each
Power connection fee	\$45 per connection
Electrical tagging	\$25 per item
Optional: Burwood Park Community Centre Hire	\$125 per hour
Optional: cleaning	\$150
Bond	\$3,000

Given the social and economic benefits that would result from the delivery of these events, it is recommended that Council subsidise the cost by waiving the \$2,000 park hire fee for the two trial events. All other associated fees and charges would still apply.

Conclusion

The proposed expansion of Burwood's pop-up market offerings represents an exciting opportunity to further activate our public spaces and engage our community in new and dynamic ways.

In partnering with Cambridge Markets for these events, Council aims to not only enhance the vibrancy and economic vitality of Burwood but also to foster a stronger sense of community and belonging among residents and visitors alike.

By approving the proposed subsidy, Council will incentivise a seasoned market operator to pilot their offerings in Burwood Park, demonstrating the viability of hosting ongoing events of this nature into the future.

Recommendation(s)

1. That Council waive the \$2,000 park hire fee associated with the delivery of Cambridge Market's two pilot pop-up events in Burwood Park.
2. That a report be presented to Council in February 2025 following the completion of the market trials, outlining outcomes, community feedback, and recommendations for future events.

Attachments

There are no attachments for this report.

(Item 16/24) Answers to Questions on Notice

File No: 24/7969

Report by Director City Assets

Summary

The following Questions on Notice were submitted by Councillor Ned Cutcher relating to matters considered at Council meetings in March and April 2022 as items 16/22 and 29/22:

- Item 16/22 - Loan Borrowing Programme for 2021-22 Financial Year
- Item 29/22 - Status of Tree Canopy in The Burwood LGA

Operational Plan Objective

P.49 Ensure transparency and accountability in decision making

The answers are provided below:

Question 1:

What specific efforts have been made by Burwood Council officers to:

- Continue to be proactive with its tree planting efforts
- Continue greening efforts in our LGA
- Look into better ways to assist in managing trees and canopy in the LGA
- Adhere to the 25% tree canopy target as per the Sustainable Burwood Plan
- Enforce tree replacement requirements per Council's DCP
- Encourage the community to plant trees and shrubs in their backyard

Answer by Director City Assets

- Since 2022, Council officers have been proactive in seeking grant funding for street and open space tree planting in the Burwood LGA such as:
 - a. The Greening Our City 2022 grants program, which provided funds for the planting of 131 trees in various open space locations in 2023. Further tree planting works are being planned for 2024 to utilise the remaining grant funding.
 - b. The Queen's Jubilee tree planting grant program, which provided funds for planting of 7 mature trees in Burwood Park in late 2022
 - c. The Greening Our City 2021 grants program, which contributed to the Council's annual street tree planting program. A total of 512 trees were planted in late 2022 as part of this program.
- A new batch of annual street tree planting commenced on 4 March 2023, involving the planting of 103 street trees. This includes creating tree pits in existing concrete footpaths. Future street tree planting efforts will continue to include conversion of concreted nature strips for street tree planting.
- Budget has been proposed to be allocated for next financial year to continue with the street tree planting program.
- The *Phoenix canariensis* in the Burwood CBD area that have died have been replaced by native palms.

- Mature trees in pots have been installed as part of the Coronation Parade streetscape works. This type of street tree planting will be considered in future streetscape works where nature strip planting is not possible.
- Street trees that have been removed for risk management or development purposes have been replaced where possible.
- Council has continued to share its tree planting efforts with the residents via Council's Social Media platforms and promoted other tree planting programs such as the Department of Planning's "Everyone Plant One" program.
- Council has commenced the setup of an internal online portal to easily manage reporting and scheduling of maintenance for street and park trees. This also allows data collection for continuous improvement.
- Council has donated 20 mature trees to the Burwood Girl's High School that have now been planted in the school grounds and would serve as future shade and habitat trees. This was funded under the Mayor's donation budget.
- Tree planting is included in landscape design for parks and streetscapes whenever possible.
- To work towards achieving the 25% canopy by 2030 (25% includes canopy in public and private land)
 - a. Council will continue to seek funding from tree planting grant programs on an annual basis.
 - b. Council will continue to allocate funding for the street tree planting program and find other opportunities where tree planting can be achieved in Burwood streetscapes.
 - c. Council will use the street tree inventory data and the state canopy data to proactively track Council's progress in the improvement of canopy cover

Question 2:

What progress has been made to ensure a care and management plan is incorporated into the tree replacement requirements in the DCP?

Answer by Director City Assets

- Council's Tree Management Officer follows an internal procedure whereby Tree Permit Applications are checked for any historic failures to comply with conditions of consent. If, for example, a replacement tree required in a previous Tree Permit Application has not been planted, has died or has not been maintained, the processing of the new application is deferred until such time as the previous conditions have been complied with.
- In relation to Development Applications - Landscaping or tree planting that is a condition of consent for Development Applications is enforceable. Failure to plant new or replacement trees is an offence under Section 4.2(1)(b) of the Environmental Planning and Assessment Act. The Revenue NSW – Local Government Fixed Penalty Handbook lists this offence as 'Development not accord consent – any other case' which carries fines of \$3,000 for individuals and \$6,000 for corporations. These fines can be issued by Council or the offence dealt with through the court system. Landscaping for a Development Application is certified by a Principle Certifying Authority (PCA). The applicant may elect a private certifier or Council as the PCA.
- In Section 6.1.5 of the current Burwood DCP the Conditions of Approval require for tree replacement plants to be protected and cared for until maturity so they remain in good condition and attain their natural size and form.

Question 3:

What progress has been made to establish a Street Tree Inventory for Burwood Council?

Answer by Director City Assets

- Data for all of Council's street and open space trees has been collected and is available for viewing internally via Council's SSA GIS viewer. This project was partly funded by the Greening Our Neighbourhoods Grant Program. Data is currently not available for the public. Over 10,000 trees were surveyed in the Burwood LGA, including 7,482 street trees and 3,196 trees in reserves and parks. The data will assist Council in the assessment of canopy gaps and identifying future tree planting opportunities.
- Council has also been able to acquire the 2022 canopy data from the Department of Planning, Infrastructure and Housing. This can also be viewed in Council's SSA GIS Program.

Recommendation(s)

That Council receives and notes this report.

Attachments

There are no attachments for this report.

(Item Rc2/24) Burwood Local Traffic Committee - March 2024

File No: 24/7615

Report by Director City Assets

Summary

Attached are the Minutes of the Burwood Local Traffic Committee from meeting of March 2024. The Minutes are hereby submitted to the Ordinary Council Meeting for consideration and adoption by Council.

Operational Plan Objective

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

Recommendation(s)

That the minutes of the Burwood Local Traffic Committee of March 2024 be noted and the recommendations of the Committee as detailed below be adopted as a resolution of the Council.

(ITEM LTC4/24) BOYLE STREET, CROYDON PARK - REQUEST FOR MOBILITY PARKING SPACE

Recommendation

That Council approves the installation of one 6.7m long mobility parking space on-street along the Violet Street boundary of 49A Boyle Street, Croydon Park.

(ITEM LTC5/24) ANZAC COMMEMORATIVE DAWN SERVICE 2024 - ROAD CLOSURE

Recommendations

1. That Council approve the temporary road closure on the northern side of Church Street on Thursday 25 April 2024 commencing at 5.00am for the purpose of organising participants.
2. That Council approve the rolling road closure from Church Street onto Burwood Road to Burwood Park on Thursday 25 April 2024 commencing at 6.00am.
3. That organisers/marshals be requested to ensure that all participants remain within the confines of the west bound lane of Church Street and northbound lane on Burwood Road.
4. That Council and TfNSW note that this is a Category 3 event.

(ITEM LTC6/24) BURWOOD 150TH CELEBRATION ROAD CLOSURE AND TRAFFIC MANAGEMENT

Recommendations

1. That Council approve the full road closure of Burwood Road between Railway Parade and Belmore Street, from midday to midnight on Saturday 6th April 2024.
 2. That Council approves the partial closure of 40 spaces in the Elizabeth Street carpark, with spaces blocked off with road barriers.
 3. That Council approves the attached TCP clearly showing all proposed advance warning signage, detours and temporary bus shelters.
 4. That all proposed temporary VMS boards are approved for installation at the locations specified for a period of one week prior to the event date.
 5. That Council approves the temporary 'No Stopping' restrictions for both sides of Burwood Road between Railway Parade and Belmore Street from 10:00am to midnight on Saturday 6th April 2024.
-

(ITEM LTC7/24) PARK ROAD, BURWOOD - PROPOSED TRAFFIC ISLANDS AND GIVE WAY RESTRICTIONS

Recommendations

1. That Council approve the installation of 'Give Way' restrictions on Park Road, Burwood at its intersection with Parramatta Road, including all signs and linemarkings.
2. That Council approve the installation of the new traffic islands on Park Road, Burwood at its intersection with Parramatta Road.
3. That Council approve the installation of a left turn arrow in Park Road at its intersection with Parramatta Road to help ensure motorists are clear that they are to enter Park Road from Parramatta Road.

(ITEM LTC8/24) WOODSIDE AVENUE, BURWOOD - WORK ZONE APPLICATION

Recommendation

The Council approve the installation of a 10 metre long "Work Zone - 7:00 am – 5:30pm Monday to Friday, and from 7:00am to 4:00pm Saturday directly fronting on Woodside Avenue which is the southern frontage of No. 47 Conder Street, Burwood, for a length of 10m and for a period of 44 weeks.

(ITEM LTC9/24) 12 BYER STREET, ENFIELD - REMOVAL OF MOBILITY PARKING RESTRICTIONS

Recommendation

That Council approve the removal of the 'Mobility Parking' space located outside 12 Byer Street, Enfield and convert the area to "4P 8:00am to 6:00pm (Monday – Friday) & 8:00am to 01:00pm (Saturday) – Permit Holders Excepted Area 18" parking restrictions.

Attachments

- 1 [↓](#) Burwood Local Traffic Committee Agenda - 07.03.2024
- 2 [↓](#) Burwood Local Traffic Committee Minutes - 07.03.2024

Notice of Motion

(Item NM1/24) Sharing our Streets with Students Who Walk, Ride and Scoot to School

File No: 24/7931

Notice of motion by Cr Ned Cutcher

Summary

Currently only 25% of school children walk or ride to and from school, down from 75% 40 years ago. This has had an impact on the mental wellbeing and physical health of children, increased the number of cars taking short trips in our local community, and had a detrimental impact on the environment.

The NSW Government has increased funding for an Active Transport to School program, to be delivered through councils in consultation with local schools, to make it easier for children to walk, ride and scoot to and from school.

As our local population grows and our urban environment becomes more built up, opportunities to encourage shared use of our streets need to be prioritised.

I understand Burwood Council has been working on an Active Transport Plan for public exhibition and it is imperative that we take this opportunity to deliver new walking and cycling infrastructure as quickly as possible.

Operational Plan Objective

- C.2 A healthy and active lifestyle where people experience a sense of connection and wellbeing
- C.4 Sustainable, integrated transport, infrastructure and networks that support population growth and improve liveability and productivity
- C.7 People and infrastructure contribute positively to the environment and respond to climate change
- C.9 Safe, clean and activated streets, centres and public places are enjoyed by people day and night

Councillor Ned Cutcher to move:

That Council:

1. Acknowledges the mental, physical, social and environmental benefits of having more students walk, ride and scoot to school
2. Notes the NSW Government's Active Transport to School program offering an additional \$10million to councils to fund Active Travel to School Projects
3. Requires the General Manager to:
 - a) complete the draft Active Transport Plan, including recommendations to seek and apply for funding under the Active Transport to School Program, to be presented to Council for public exhibition in May 2024, and
 - b) bring the plan and recommendations back to Council for endorsement as soon as practicable after exhibition.

Officer comments

Council is currently in the process of developing its Active Transport Plan, a plan that incorporates both a Pedestrian Access and Mobility Plan (PAMP) and Cycling Plan to deliver better connectivity throughout the Burwood Council Area.

A notice was placed on the Participate Burwood webpage from 17 February to 17 March 2024 that allowed responses to be received via an online survey as well as an online mapping tool where

users could directly pinpoint areas of concern for investigation. Consultation is taking place with relevant stakeholders, including State Government, adjoining councils and schools, to help ensure that existing links and desired lines are identified to allow for a comprehensive walking and cycling network.

A draft Plan is scheduled to be presented to Council in May 2024 for endorsement for public exhibition, with the final plan to be reported to Council thereafter for adoption. Once adopted, the Active Transport Plan will provide a strategic framework for missing links or required upgrades and allow Council to apply for grant funding, including the next round of the NSW Government's Active Transport to School program, to help deliver these important assets and facilities.

Recommendation(s)

That Council:

1. Acknowledges the mental, physical, social and environmental benefits of having more students walk, ride and scoot to school
2. Notes the NSW Government's Active Transport to School program offering an additional \$10million to councils to fund Active Travel to School Projects
3. Requires the General Manager to:
 - a) complete the draft Active Transport Plan, including recommendations to seek and apply for funding under the Active Transport to School Program, to be presented to Council for public exhibition in May 2024, and
 - b) bring the plan and recommendations back to Council for endorsement as soon as practicable after exhibition.

Attachments

There are no attachments for this report.

Notice of Motion

(Item NM2/24) Transport Oriented Development Program (TOD) – Croydon Precinct

File No: 24/7926

Notice of Motion by Cr David Hull

Summary

To seek Council's approval for obtaining Council legal advice, considering the recommendations of a Heritage Assessment, and disclosing all deliberations of any meetings/briefings held between the NSW Minister for Planning (or Ministerial delegate) and Council, as well as invite all Burwood Councillors to all future meetings/briefings to be held with the Minister or his delegate.

Operational Plan Objective

C.3 An urban environment that maintains and enhances our sense of identity and place

C.3.1 Facilitate well designed, high quality and sustainable land use and development that is appropriately scaled to complement its surroundings

C3.2 Protect our unique built heritage and maintain or enhance local character

C.4 Sustainable, integrated transport, infrastructure and networks support population growth and improve liveability and productivity

C.4.2 Plan for a city that is safe, accessible and easy to get to and move around in

Councillor David Hull to move that:

The General Manager:

1. Urgently obtain written legal advice from a suitably qualified Senior Counsel on behalf of Council in relation to potential legal action by Council arising from the proposed use and application of planning powers in respect of the TOD SEPP – Croydon Precinct, pursuant to relevant legislation, including the Environmental Planning and Assessment Act 1979 (NSW), by the NSW Minister for Planning, including but not limited to whether the NSW Minister for Planning would thereby be:
 - acting ultra vires or beyond power,
 - acting unfairly and
 - acting unreasonably,

having regard to the following matters, including but not limited to:

- whether the SEPP can override existing heritage controls, including LEP and DCP controls;
- the failure to disclose the details of the TOD SEPP to Council and the local residents within a reasonable timeframe;
 - the failure to allow a reasonable timeframe to consult with Council and the local residents
 - the failure to allow Council sufficient time and resources to consult the local residents;
 - the expedited process being against general planning practice;
- the snap rezoning proposal being inconsistent with the planning proposal process the State Government requires Councils to undertake, including feasibility testing, traffic assessments, detailed design controls and the provision of community facilities;

- the absence of any information detailing the planned delivery of new community infrastructure to support the dramatic increase in population the proposal would bring with some 48,000 new dwellings
 - the catastrophic impact of the TODS SEPP on the heritage character of Croydon and the village atmosphere of Croydon;
 - adverse impacts on heritage, streetscape and privacy arising from the SEPP's proposal to redevelop sites with narrow 6 + storey developments on blocks with no minimum lot size or frontage requirements and limited if any setbacks;
 - the fact that proposed FSR and height controls are subject to change and may be increased above 6 stories;
 - adverse impacts on existing traffic congestion and pedestrian safety;
 - adverse impacts on open space and community facilities;
 - the absence of an endorsed affordable housing contributions scheme and
 - the complete disregard of an online Council petition in which all 769 respondents objected to the TOD SEPP proposal in its entirety.
2. Report to Council on any written legal advice received by Council, in relation to the TOD SEPP – Croydon Precinct, with recommendations, and distribute to all Burwood Councillors a copy of that legal advice at the next Council Meeting following receipt of that legal advice.
 3. Report to Council on the minutes or deliberations of meetings/briefings held between the NSW Minister for Planning (or his Ministerial delegate) and the Council, including with the Mayor and/or any other elected Burwood Councillors, at the next Council meeting following any meetings/briefings with the Minister or his delegate.
 4. Issue an invitation to all Burwood Councillors to attend any future meetings with the NSW Minister for Planning (or his Ministerial delegate) in relation to the TOD SEPP.
 5. Commission a comprehensive heritage report of the Croydon Precinct, including but not limited to the following:
 - a. Commentary on the status of heritage trees in the Croydon Precinct
 - b. Feasibility of creating new green parks within the Croydon Precinct
 - c. Provide recommendations in relation to proceeding with the local or State heritage listing of properties identified in the Heritage Assessment, including in The Strand, Murray Street, Malvern Avenue, Dickinson Avenue and Fitzroy Street.

Officer Comments

Legal Advice

The identified request for legal advice from Senior or King's Counsel can be obtained through one of Council's panel legal solicitors. Preliminary cost estimates for obtaining initial advice exceed \$25,000.

Report to Council meetings/briefing outcomes

A report on discussions held with DPHI or the Minister for Planning with regard to the TOD program can be arranged, subject to Council approval.

Invitations for all Councillors to attend future meetings with the Minister or delegate

Common practice is to limit the number of attendees to meetings with the Minister or delegate with Council representatives, generally being the Mayor and / or key Senior Council Officers such as the General Manager and Director City Strategy. Attendance is often based on time and resource efficiency in addition to the level of confidentiality needed based on agenda items.

Heritage Report

There is currently no Council resolution to complete a comprehensive heritage review of the Croydon Precinct. As part of Council's submission to the TOD program, a preliminary heritage review was undertaken by Council's Heritage Officer, with the purpose of highlighting to DPHI the

impact the proposed TOD program could have on the character of the Malvern Hill HCA - a copy this report was provided to Council at the 13 February 2024 meeting. The listing of Heritage Items requires an amendment of the Burwood LEP 2012 through the Planning Proposal process under the Environmental Planning and Assessment Act 1979 for Locally Listed items or recommendations to the NSW Government for items to be listed as State Heritage under the Heritage Act 1977, both processes take an extended period of time, and would require approval of the NSW Government to implement.

Recommendation(s)

That Council:

1. Urgently obtain written legal advice from a suitably qualified Senior Counsel on behalf of Council in relation to potential legal action by Council arising from the proposed use and application of planning powers in respect of the TOD SEPP – Croydon Precinct, pursuant to relevant legislation, including the Environmental Planning and Assessment Act 1979 (NSW), by the NSW Minister for Planning.
2. Report to Council on any written legal advice received by Council, in relation to the TOD SEPP – Croydon Precinct, with recommendations, and distribute to all Burwood Councillors a copy of that legal advice at the next Council Meeting following receipt of that legal advice.
3. Report to Council on the minutes or deliberations of meetings/briefings held between the NSW Minister for Planning (or his Ministerial delegate) and the Council, including with the Mayor and/or any other elected Burwood Councillors, at the next Council meeting following any meetings/briefings with the Minister or his delegate.
4. Issue an invitation to all Burwood Councillors to attend any future meetings/briefings with the NSW Minister for Planning (or his Ministerial delegate) in relation to the TOD SEPP.
5. Commission a comprehensive heritage report of the Croydon Precinct, including but not limited to the following:
 - a. Commentary on the status of heritage trees in the Croydon Precinct
 - b. Feasibility of creating new green parks within the Croydon Precinct
 - c. Provide recommendations in relation to proceeding with the local or State heritage listing of properties identified in the Heritage Assessment, including in The Strand, Murray Street, Malvern Avenue, Dickinson Avenue and Fitzroy Street.

Attachments

There are no attachments for this report.