



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

ORDINARY MEETING

Notice is hereby given that a meeting of the Council of Burwood will be held in the Conference Room, 2 Conder Street, Burwood on Tuesday 22 October 2024 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 that will commence at 6:00pm.

Tommaso Briscese
General Manager

Councillors

Cr John Faker
Mayor
9911 9916
mayor@burwood.nsw.gov.au

Cr Sukriti Bhatta
sukriti.bhatta@burwood.nsw.gov.au

Cr Pascale Esber
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Cr George Mannah
0428 363 826
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Cr Deyi Wu
deyi.wu@burwood.nsw.gov.au

Cr Alex Yang
alex.yang@burwood.nsw.gov.au

Council meeting room

General
Manager

Mayor

Cr
Mannah

Cr Bhatta

Cr Yang

Cr Esber

Cr Wu

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 22 October 2024 immediately after the Public Forum commencing at 6.00pm.

1. Prayer
Rev. Dilan Jayasinghe, Baptist Community Church Burwood

2. Acknowledgement of Country

3. Statement of Ethical Obligations

4. Recording of Meeting

5. Apologies

6. Declarations of Interest

7. Declaration of Political Donations

8. Confirmation of Minutes

Minutes of the Council Meeting held on Tuesday, 13 August 2024, copies of which were previously circulated to all councillors be hereby confirmed as a true and correct record.

9. Mayoral Minutes

10. Reports to Council

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11. Conclusion of the Meeting

Reports to Council

(Item 54/24) Election of Deputy Mayor

File No: 24/43111

Report by Director Corporate Services

Summary

Section 231 of the *Local Government Act 1993* outlines options for the election of a Deputy Mayor, should Council deem it appropriate at any time to elect one.

Operational Plan Objective

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

Background

Under Section 231(1) of the *Local Government Act 1993* (the Act), following an ordinary local government election and the election of the Mayor, Council may decide to nominate a Deputy Mayor from among the councillors. There is also some flexibility under the Act with respect to the length of term for the position of Deputy Mayor.

It has been customary for Burwood Council to conduct an election via open ballot for the position of Deputy Mayor each September, which generally coincides with local government elections. Section 231(2) of the Act has provision for the election of a Deputy Mayor to serve for the same period as the Mayor or for a shorter term.

The Deputy Mayor may, under Section 231(3) of the Act, exercise any function of the Mayor for any of the following reasons:

- (a) at the request of the Mayor
- (b) if the Mayor is prevented by illness, absence or otherwise from exercising the function
- (c) if there is a casual vacancy in the office of the Mayor.

If councillors do not proceed with the election of a Deputy Mayor at this meeting they reserve the right to elect a Deputy Mayor at another time, if the Mayor is prevented by illness, absence or otherwise prevented from exercising their role. In the event that the Deputy Mayor is elected and is subsequently prevented by illness, absence or otherwise from exercising their role the councillors may elect another councillor from within their ranks to act as the Deputy Mayor for the relevant period.

Section 394 of the *Local Government (General) Regulation 2021* requires that any election of a Deputy Mayor takes place in accordance with the provisions of Schedule 7 of that Regulation—see [Attachment 1](#) to this report.

Nomination Process

The General Manager has invited nominations on the basis that the Council is likely to have an interest in proceeding with the election of a Deputy Mayor. He has been designated as the Returning Officer for the election of a Deputy Mayor, accordingly. His role as Returning Officer is to be in accordance with statutory obligations under Schedule 7 of the *Local Government (General) Regulation 2021*.

Nominations for the position of Deputy Mayor must be in writing and signed by two or more councillors, one of whom may be the nominee. A standard nomination form has been prepared for this purpose and circulated to all councillors – see copy appearing as [Attachment 2](#) of this report.

Each nominee must confirm their consent to their nomination in writing. Nominations are to be forwarded to the General Manager before or at the meeting of Council at which the proposed

election is to be conducted. The General Manager will announce details of any nominations at that meeting, then assist with conduct of polling as per the agreed method.

If Council proceeds with the election of a Deputy Mayor and there is only one nominee, that nominee is to be declared elected. If there is more than one nominee for election, Council is to confirm the preferred method of voting and proceed accordingly.

Voting Options

The methods of voting available are:

- (a) Ordinary ballot
- (b) Open ballot
- (c) Preferential ballot

Details of the three methods of voting are outlined in Schedule 7 of the *Local Government (General) Regulation 2021*—see [Attachment 1](#).

Recommendation(s)

That Council:

1. determine at its meeting of 22 October 2024 whether to immediately proceed with the election of a Deputy Mayor
2. agree on the period of appointment for the position of Deputy Mayor before proceeding with any candidate voting
3. confirm the nomination status of potential candidates immediately before any voting proceeds to the election of a councillor to the position of Deputy Mayor
4. pursue any agreement to proceed with the election of a Deputy Mayor by
 - a. means of open ballot, if more than a single nomination is received for the position, or
 - b. in the event that only a single nomination for the position is received, declare the single nominee elected as Deputy Mayor for the agreed period of service.

Attachments

- 1 [↓](#) Local Government (General) Regulation 2021 - Schedule 7
- 2 [↓](#) Nomination Form - Election of Deputy Mayor - October 2024

Local Government (General) Regulation 2021

Current version for 2 September 2024 to date (accessed 12 October 2024 at 18:13)

Schedule 7

Schedule 7 Election of mayor by councillors

(Section 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section—

ballot has its normal meaning of secret ballot.

open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count—3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter’s preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.
- (4) In this section, **absolute majority**, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of

Local Government (General) Regulation 2021 [NSW]

votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is—

- (a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- (b) to be delivered or sent to the Secretary and the Chief Executive Officer of Local Government NSW.



NOMINATION FORM

ELECTION OF DEPUTY MAYOR – FOR TERM COMMENCING OCTOBER 2024

To be delivered to the General Manager any time before the conduct of the election mooted for the ordinary meeting of Council on 22 October 2024

- Please use block letters to print name details in relevant sections below -

We the undersigned nominate

.....
(name of councillor being nominated)

for election to the position of Deputy Mayor of Burwood Council for a period to be confirmed at the ordinary meeting of Council scheduled for 22 October 2024.

Nominating Councillor #1

.....
(name and signature)

.....
(date of nomination)

Nominating Councillor #2

.....
(name and signature)

.....
(date of nomination)

NOMINEE CONSENT TO NOMINATION

I agree to the nomination for the election of Deputy Mayor.

.....
(Nominee signature and date)

(Item 55/24) Filling of casual vacancies in first 18 months of Council term by countback of votes

File No: 24/41511

Report by Director Corporate Services

Summary

This report seeks Council's approval to fill casual vacancies in civic office within the first 18 months of a Local Government Election by way of a countback of votes cast at the Local Government Elections held on 14 September 2024, in accordance with section 291A of the *Local Government Act 1993*.

Operational Plan Objective

C.11 Effective, innovative and collaborative leadership is underpinned by open, transparent and accountable governance

Background

Section 291A of the *Local Government Act 1993* provides that, should any casual vacancy occur within the first 18 months of an election, the opportunity to fill those vacancies by way of the "countback of votes" method (instead of a full by-election) must be determined by Council at the first Council Meeting of the new term. See [Attachment 1](#).

A countback option for Councils has been introduced to give councils the option of avoiding the cost of by-elections in the first 18 months of Councils' terms by filling vacancies via countback.

[Attachment 2](#) is an extract from the NSW Electoral Commission website explaining how a countback election works. This information, together with a series of Frequently Asked Questions, is available on the [Countback elections page](#) of the NSW Electoral Commission's website.

Where Council resolves to fill casual vacancies using a countback, the General Manager is required under Section 393C of the *Local Government (General) Regulation 2021* to notify the Council's election manager (being the NSW Electoral Commission) within 7 days of the resolution.

If Council does not resolve to allow a countback at the first meeting after the election, Council will be required to fill casual vacancies through a by-election.

Countbacks are not available to fill casual vacancies in the office of a councillor where:

- the councillor who vacated office was elected at an election using the optional preferential voting system (i.e. elections where only one civic office is required to be filled such as the election of popularly elected mayors), or
- the councillor was elected at an uncontested election.

A by-election must be used to fill these types vacancies.

It is noted that the countback option is not available for a popularly elected Mayor, as is the case at Burwood Council, and hence a by-election would be required to fill a vacancy in this role within 18 months of the election.

Proposal

In light of the costs associated with running a by-election, it is proposed that Council declares at this meeting its intention to use the countback method in the event of a casual vacancy within 18 months of the 14 September 2024 election.

Options

Council may opt to hold full by-election to fill the vacancy.

Financial Implications

If Council resolves to implement the countback option for a councillor vacancy that may arise within 18 months of the election, there will be minimal cost impact.

Alternatively, Council may opt to hold full by-election but the cost of that by-election would be considerable and is not currently budgeted. The 14 September 2024 election cost Burwood Council approximately \$292,000.

Conclusion

Adopting a policy position that takes advantage of the countback option for filling casual vacancies within the first 18 months of the term of Council is explicitly supported by statute. It offers a reasonable balance between maintaining the integrity of democratic election processes and minimising costs associated with a by-election to fill a casual vacancy for the position of councillor.

Recommendation(s)

That:

- (a) Pursuant to section 291A(1)(b) of the *Local Government Act 1993*, Burwood Council declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 24 September 2024 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act.
- (b) The General Manager notify the NSW Electoral Commission of the Council's decision within 7 days of the decision.

Attachments

- 1 [↓](#) Local Government Act 1993 No 30 - Section 291A
- 2 [↓](#) Countback elections - NSW Electoral Commission



NSW legislation

Local Government Act 1993 No 30

Current version for 1 September 2024 to date (accessed 2 October 2024 at 10:58)

[Chapter 10](#) > [Part 5](#) > Section 291A

291A Countback to be held instead of by-election in certain circumstances

- (1) This section applies to a casual vacancy in the office of a councillor if—
 - (a) the casual vacancy occurs within 18 months after the date of the last ordinary election of the councillors for the area, and
 - (b) the council has at its first meeting following that ordinary election of councillors, by resolution, declared that any such casual vacancy is to be filled by a countback of votes cast at the last election for that office.
- (2) This section does not apply to a casual vacancy in the office of a councillor if the councillor who vacated office was elected—
 - (a) in an election using the optional preferential voting system (including the election of a mayor elected by the electors of an area), or

Note—

See section 285 (Voting system for election of councillors).

 - (b) in an election without a poll being required to be held.

Note—

See section 311 (Uncontested elections).
- (3) A casual vacancy to which this section applies is to be filled by a countback election conducted in accordance with the regulations.
- (4) A countback election to fill a casual vacancy to which this section applies must be conducted—
 - (a) if the election at which the person whose departure created the casual vacancy was elected was administered by the Electoral Commissioner—by a returning officer appointed by the Electoral Commissioner, or
 - (b) if the election at which the person whose departure created the casual vacancy was elected was administered by a returning officer appointed by an electoral services provider engaged by the council—by a returning officer appointed by the electoral services provider.
 - (c) (Repealed)
- (5) If a countback election fails or the returning officer is otherwise unable to fill the casual vacancy by a countback election—
 - (a) the returning officer must notify the general manager of the council concerned, and
 - (b) a by-election in accordance with this Part must be held to fill the casual vacancy.
- (5A) If an electoral services provider engaged by the council is unable to appoint a returning officer for the purposes of subsection (4)(b), a by-election in accordance with this Part must be held to fill the casual vacancy.

- (6) This section does not apply to a casual vacancy in the office of a councillor if the vacancy occurs before the day prescribed for the purposes of this section by the regulations.

s 291A: [Ins 2014 No 80, Sch 1 \[1\]](#). [Am 2016 No 38, Sch 1 \[17\]](#); [2021 No 11, Sch 1.2\[1\] \[2\]](#).



Countback elections



[Countback overview \(/elections/how-counting-works/countback-elections#overview\)](/elections/how-counting-works/countback-elections#overview)



[Timeline \(/elections/how-counting-works/countback-elections#timeline\)](/elections/how-counting-works/countback-elections#timeline)



[How countback works \(/elections/how-counting-works/countback-elections#works\)](/elections/how-counting-works/countback-elections#works)



[Frequently asked questions \(/elections/how-counting-works/countback-elections#faqs\)](/elections/how-counting-works/countback-elections#faqs)



[Legislation \(/elections/how-counting-works/countback-elections#legislation\)](/elections/how-counting-works/countback-elections#legislation)



[Councils using countback \(/elections/how-counting-works/countback-elections#councils\)](/elections/how-counting-works/countback-elections#councils)

Countback overview

A countback election is used to elect a councillor to fill a casual vacancy, where the vacating councillor was elected under the proportionate representation method (i.e. where two or more candidates were elected at a local government (ordinary) election). If there are multiple vacancies, a separate countback election is held for each vacancy.

A countback election has no impact on sitting councillors.

Potential candidates are those unelected from the ordinary election. The returning officer contacts all unelected candidates who may still be eligible to be elected. Interested candidates must submit a formal application.

Any candidates that do not apply to participate in the countback election (non-participating) cannot be elected.

If there are no eligible candidates, an attendance by-election must be held. If there is only one eligible candidate, that candidate is elected. If there are multiple eligible candidates, a countback election is conducted.

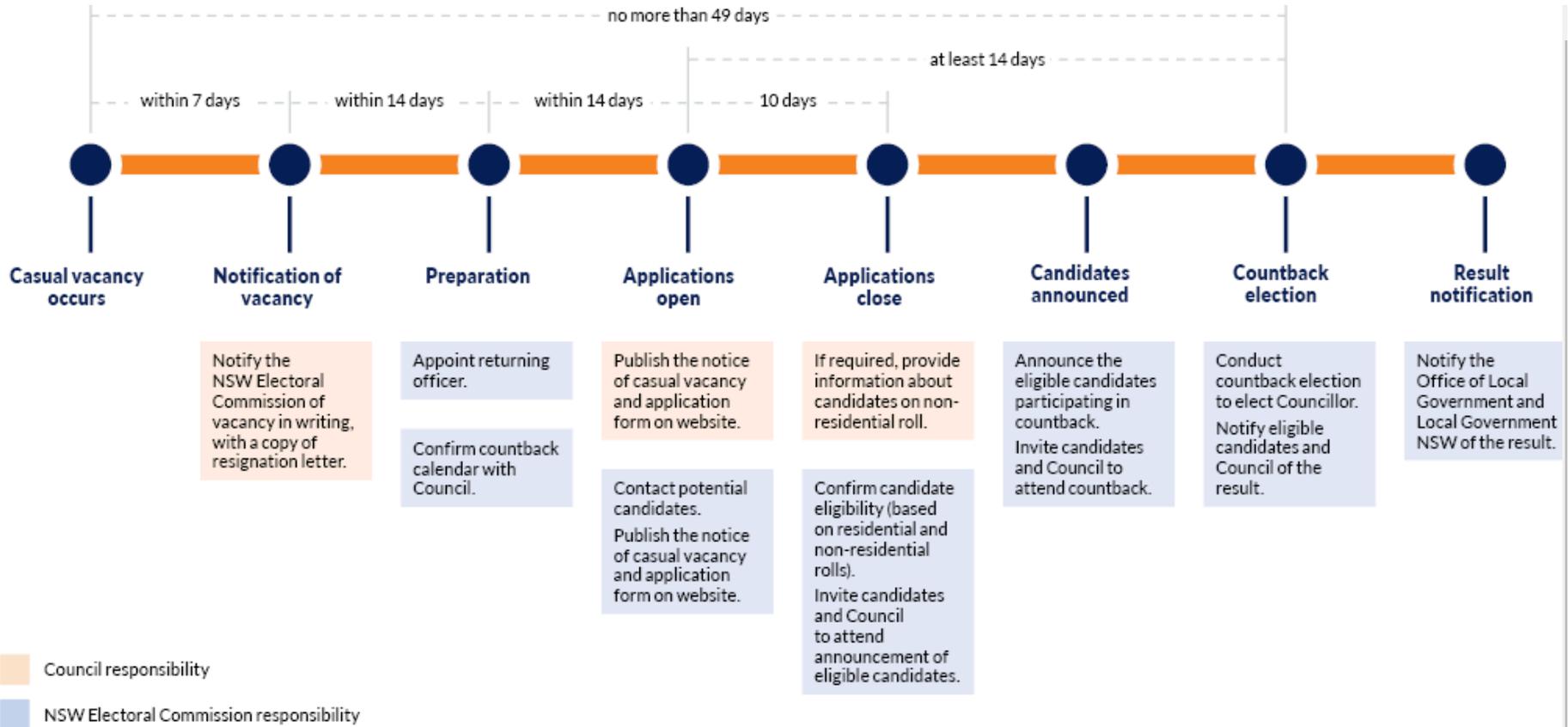
Council resources

View the [Countback elections fact sheet \(PDF 1MB\)](/getmedia/c7bc1a63-4690-4f2f-aa3e-a730fc12acf0/countback-information-fact-sheet.pdf) (</getmedia/c7bc1a63-4690-4f2f-aa3e-a730fc12acf0/countback-information-fact-sheet.pdf>).

Timeline

Countback elections can only be used for 18 months after the 2024 Local Government elections; that is, until 14 March 2026. The following summarises the steps involved in a countback election.

Countback elections - NSW Electoral Commission



How countback works

The countback election will be run using the same ballot papers from the last ordinary election.

Countback elections - NSW Electoral Commission

In the ordinary election, the preferences shown on every ballot paper are entered into a data file. This data file is used in the Proportional Representation Count Computer (PRCC) to run the countback election.

During the countback election for each ballot paper on which the vacating councillor received a preference, that preference is allocated to the candidate with the next highest preference on that ballot paper.

Example 1: Councillor Sue Jones resigns

Left: Original ballot paper. Right: Countback preferences.

Sample Ward
Sampletown

ELECTION OF COUNCILLOR

DIRECTIONS FOR VOTING

- [Redacted]
- [Redacted]
- [Redacted]

4 SMITH, John
Independent

1 JONES, Sue

3 CHEN, Henry
PARTY NAME

2 GREEN, Margaret
PARTY NAME

Sample Ward
Sampletown

ELECTION OF COUNCILLOR

DIRECTIONS FOR VOTING

- [Redacted]
- [Redacted]
- [Redacted]

3 SMITH, John
Independent

~~**JONES, Sue**~~

2 CHEN, Henry
PARTY NAME

1 GREEN, Margaret
PARTY NAME

Example 2: Councillor Sue Jones resigns

Left: Original ballot paper. Right: Countback preferences.

Sample Ward
Sampletown

ELECTION OF COUNCILLOR

DIRECTIONS FOR VOTING

- [Redacted]
- [Redacted]
- [Redacted]

1 SMITH, John
Independent

3 JONES, Sue

2 CHEN, Henry
PARTY NAME

4 GREEN, Margaret
PARTY NAME

Sample Ward
Sampletown

ELECTION OF COUNCILLOR

DIRECTIONS FOR VOTING

- [Redacted]
- [Redacted]
- [Redacted]

1 SMITH, John
Independent

~~**JONES, Sue**~~

2 CHEN, Henry
PARTY NAME

3 GREEN, Margaret
PARTY NAME

For ballot papers with groups, if the first candidate in a group is vacating their seat, the Above The Line preference for that group would be allocated to the second candidate in that group.

Example 3: Councillor John Brown resigns

Original ballot paper – Above The Line vote for Group A means:

- 1st preference for Brown
- 2nd preference for Leigh
- 3rd preference for Ngyuen

You may vote in one of two ways:

ELECTION OF COUNCILLORS

Samletown - Sample Ward



either

GROUP A

1

PARTY NAME

GROUP B

PARTY NAME

GROUP C

PARTY NAME

or

GROUP A

BROWN, John
PARTY NAME

LEIGH, Tony
PARTY NAME

NGYUEN, Sue
PARTY NAME

GROUP B

FREDERICK, Sara
PARTY NAME

BLUE, Brandon
PARTY NAME

SCHMIDT, Mary
PARTY NAME

GROUP C

LIM, Jenny
PARTY NAME

WALLS, David
PARTY NAME

GREEN, John
PARTY NAME

SMITH, John
Independent

JONES, Sue

CHEN, Henry
Independent

Countback preference – Above The Line vote for Group A becomes:

- 1st preference for Leigh
- 2nd preference for Ngyuen

You may vote in one of two ways:

ELECTION OF COUNCILLORS

Samletown - Sample Ward



either

[Redacted]

GROUP A
1
 PARTY NAME

GROUP B

 PARTY NAME

GROUP C

 PARTY NAME

or

[Redacted]

GROUP A
 ~~BROWN, John~~
PARTY NAME
 LEIGH, Tony
PARTY NAME
 NGYUEN, Sue
PARTY NAME

GROUP B
 FREDERICK, Sara
PARTY NAME
 BLUE, Brandon
PARTY NAME
 SCHMIDT, Mary
PARTY NAME

GROUP C
 LIM, Jenny
PARTY NAME
 WALLS, David
PARTY NAME
 GREEN, John
PARTY NAME

SMITH, John
Independent
 JONES, Sue
 CHEN, Henry
Independent

For Below The Line voting, for each ballot paper with a preference for the vacating councillor, that preference would be allocated to the candidate with the next highest preference.

Example 4: Councillor John Brown resigns

Original ballot paper – Below The Line vote

You may vote in one of two ways:

ELECTION OF COUNCILLORS

Samletown - Sample Ward

either

	GROUP A	GROUP B	GROUP C
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	PARTY NAME	PARTY NAME	PARTY NAME

or

	GROUP A	GROUP B	GROUP C
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	1 BROWN, John PARTY NAME	FREDERICK, Sara PARTY NAME	LIM, Jenny PARTY NAME
<input type="checkbox"/>	LEIGH, Tony PARTY NAME	<input type="checkbox"/>	WALLS, David PARTY NAME
<input type="checkbox"/>	NGYUEN, Sue PARTY NAME	2 SCHMIDT, Mary PARTY NAME	<input type="checkbox"/>
			SMITH, John Independent
			JONES, Sue
			3 CHEN, Henry Independent

Countback preferences – Below The Line vote

You may vote in one of two ways:

ELECTION OF COUNCILLORS

Samletown - Sample Ward



either

<div style="background-color: #e0e0e0; height: 40px; width: 100%;"></div>	<p>GROUP A</p> <input type="checkbox"/> PARTY NAME	<p>GROUP B</p> <input type="checkbox"/> PARTY NAME
<div style="background-color: #e0e0e0; height: 40px; width: 100%;"></div>	<p>GROUP C</p> <input type="checkbox"/> PARTY NAME	

or

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When a countback election is conducted, the first “elected” candidate, that is not a sitting councillor, is the candidate elected as the new councillor.

If a non-participating candidate (a candidate who did not apply) is elected, their status is changed to “ineligible” and the countback is run again. The preferences for this ineligible candidate will be reallocated accordingly. This process will continue until an eligible candidate is elected.

Candidates and council representatives can attend the countback via a Teams link or alternatively can attend in person. The newly elected councillor(s) and the council are notified of the result.

Frequently asked questions

For each countback election, a webpage will be published which will include key information.

Do I need to nominate?



Candidates from the previous ordinary election may be eligible to apply to be a candidate in a countback election for the same council/ward.

There is no requirement to nominate for a countback election in the same manner that a nomination form is completed for a local government election. To apply to be a candidate for a countback election, the form **LGCB.203 Application to be a candidate** must be completed and emailed to candidates@election.nsw.gov.au (<mailto:candidates@election.nsw.gov.au>) during the application lodgement period.

When do applications close?



Applications are open for 10 days. These dates are available in the 'What are the key dates?' accordion.

How do I apply?

On the day that applications open, an application form will be published on the website in the 'Information for candidates' accordion. In addition, we will email information to the unelected candidates from the ordinary election.

Applications need to be returned to us before 12 noon on the day that applications close. These dates are available in the 'What are the key dates?' accordion.

When a countback election has been announced, all candidates from the previous council election will be emailed advising them of the vacancy and providing the **LGCB.203 Application to be a candidate form** for the countback election.

The candidate is required to complete this form and email to candidates@elections.nsw.gov.au (<mailto:candidates@elections.nsw.gov.au>) during the application lodgement period.

If I apply do I receive a confirmation?

A confirmation email will be sent to you when we receive your application. If there is an issue with your application, you will be contacted directly.

Can I attend the countback?

+

Yes. You can attend in person or via a Teams link.

I have moved since election. Does this impact my eligibility?

+

To be eligible to apply you must be on the residential or non-residential roll for the relevant council area at close of rolls. Close of rolls date available in the 'What are the key dates?' accordion.

I am now longer in the party I represented at the election.

+

Changes of candidate's membership of, or endorsement by, a political party since the ordinary election does not affect the candidate's eligibility to participate in a countback election.

Do I need to pay an application fee?

+

No, there is no cost to apply.

Legislation

Countback elections are described in Schedule 9A of the *Local Government (General) Regulation 2021*.

View the [Act \(https://legislation.nsw.gov.au/view/html/inforce/current/act-1993-030\)](https://legislation.nsw.gov.au/view/html/inforce/current/act-1993-030) and [Regulation \(https://legislation.nsw.gov.au/view/html/inforce/current/sl-2021-0460\)](https://legislation.nsw.gov.au/view/html/inforce/current/sl-2021-0460).

Councils using countback

Council must pass a resolution at its first meeting following the ordinary election to use countback to fill a casual vacancy.

Model Resolution

That Council, pursuant to section 291A(1)(b) of the *Local Government Act 1993*, declare that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024, are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the General Manager to not the Electoral Commissioner for NSW of Council's decision within 7 days of this decision.

A list of councils using countback will be displayed as soon as possible after the ordinary elections.

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(Item 56/24) Exhibition of the draft Croydon Housing Investigation Area Masterplan

File No: 24/40106

Report by Director City Strategy

Summary

This report seeks Council's endorsement to begin community and stakeholder engagement on the draft Croydon Masterplan, developed as an alternative to the NSW Government's Transport Oriented Development (TOD) Program.

In December 2023, the NSW Government launched the TOD Program to accelerate housing delivery across Greater Sydney, targeting increased density around 38 stations, including Croydon.

In response, Council led a campaign to protect heritage conservation areas and secure time to explore alternative options. As a result, on 11 April 2024, Council was informed that Croydon's inclusion in the TOD Program would be deferred until January 2025, allowing time to develop an alternative masterplan.

By June 2024, Council endorsed a planning investigation area aimed at meeting the NSW Government's housing targets. This plan focuses on the northern side of the rail corridor between Croydon and Burwood Town Centres, while protecting heritage areas to the south.

The draft Masterplan seeks a balanced approach to development, emphasising heritage preservation. It prioritises the protection of The Strand, Malvern Hill, and Cintra Heritage Conservation Areas, while higher density development is concentrated near the Burwood Town Centre. The plan recommends changes to land use zones, building heights, and density within the Croydon Masterplan Investigation Area. It also aims to improve the public domain by expanding open spaces, ensuring appropriate setbacks, planting street trees, and enhancing parking and active transport facilities.

Community and stakeholder engagement is proposed from 23 October to 20 November 2024. Information about the draft Masterplan will be communicated to the public, utility providers, emergency services and state agencies through notification letters, the Councils e-newsletter, and Participate Burwood website. Community members can also attend one of the 10 scheduled drop-in sessions at The Strand and Burwood Library, contact the Council during business hours to speak with a planner, or submit written feedback.

It should be noted that the NSW Government requires any alternative masterplan to meet or exceed the housing density targets set out in the TOD plan. The final documentation must be submitted to the NSW Department of Planning, Housing, and Infrastructure by January 2025. If these requirements are not met, the NSW Government may enforce its State Environmental Planning Policy (SEPP) TOD provisions, potentially affecting The Strand, Malvern Hill, and Cintra Heritage Conservation Areas.

After the exhibition period, all submissions will be reviewed and considered. A further report will be presented to the Council, potentially including recommended changes resulting from the Community Consultation process.

The final decision on the Masterplan's implementation will be made by the NSW Government and the NSW Department of Planning, Housing, and Infrastructure.

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.

Background

In December 2023, the NSW Minister for Planning announced the Transit-Oriented Development (TOD) program for 38 locations, including Croydon. Due to a lack of consultation on the selection process, both the Council and the community strongly opposed the inclusion of Croydon. As a result, Council led a campaign to protect heritage conservation areas and secure time to explore alternative options.

On 11 April 2024, Council received a letter from the Minister for Planning and Public Spaces (**Attachment 12**), agreeing to defer the implementation of the Croydon precinct from the TOD Housing SEPP to January 2025. This deferral was granted to allow Council time to complete a localised planning process addressing future growth and housing needs. The letter also warned that if the master planning work is not completed by the specified date, or if it does not provide equal or greater housing outcomes, the TOD provisions under the Housing SEPP would come into immediate effect for the Croydon precinct.

Community engagement conducted by Council between 11 April and 17 May 2024 indicated support for additional housing to be located north of the railway line in order to protect significant heritage on the southern side. It also raised concerns about road capacity, building design, and infrastructure needs.

On 25 June 2024, following community feedback, Council resolved to proceed with planning work on the area referred to as the Croydon Housing Investigation Area. This included appointing consultants and scheduling a progress report for August 2024.

On 13 August 2024, Council received a progress report confirming that consultants had been appointed to prepare a draft Masterplan, which would be presented to Council for endorsement and public exhibition at its October 2024 meeting.

This report presents the draft Masterplan for the Croydon Housing Investigation Area (HIA) to Council for consideration of endorsement prior to public exhibition. A copy of the draft Masterplan can be found in **Attachment 1**.

Proposal

Croydon Housing Investigation Area

On 25 June 2024 Council agreed to progress work on the Croydon Housing Investigation Area, outlined in Figure 1 below. A copy of this report to Council can be found at **Attachment 4**, containing detailed analysis relating to the identification of an appropriate investigation area.

The investigation area was arrived at through Council's community engagement between 11 April and 17 May 2024 and focused on the ability to achieve "City Excellence" through housing delivery and diversity, delivering a great public domain and unique place creation. The selected area avoids significant impact on heritage, recognises existing locations of mid-rise housing, allows for the consideration of potential traffic impacts, and is within a 400-800m walking distance of two train stations and centres of activity.

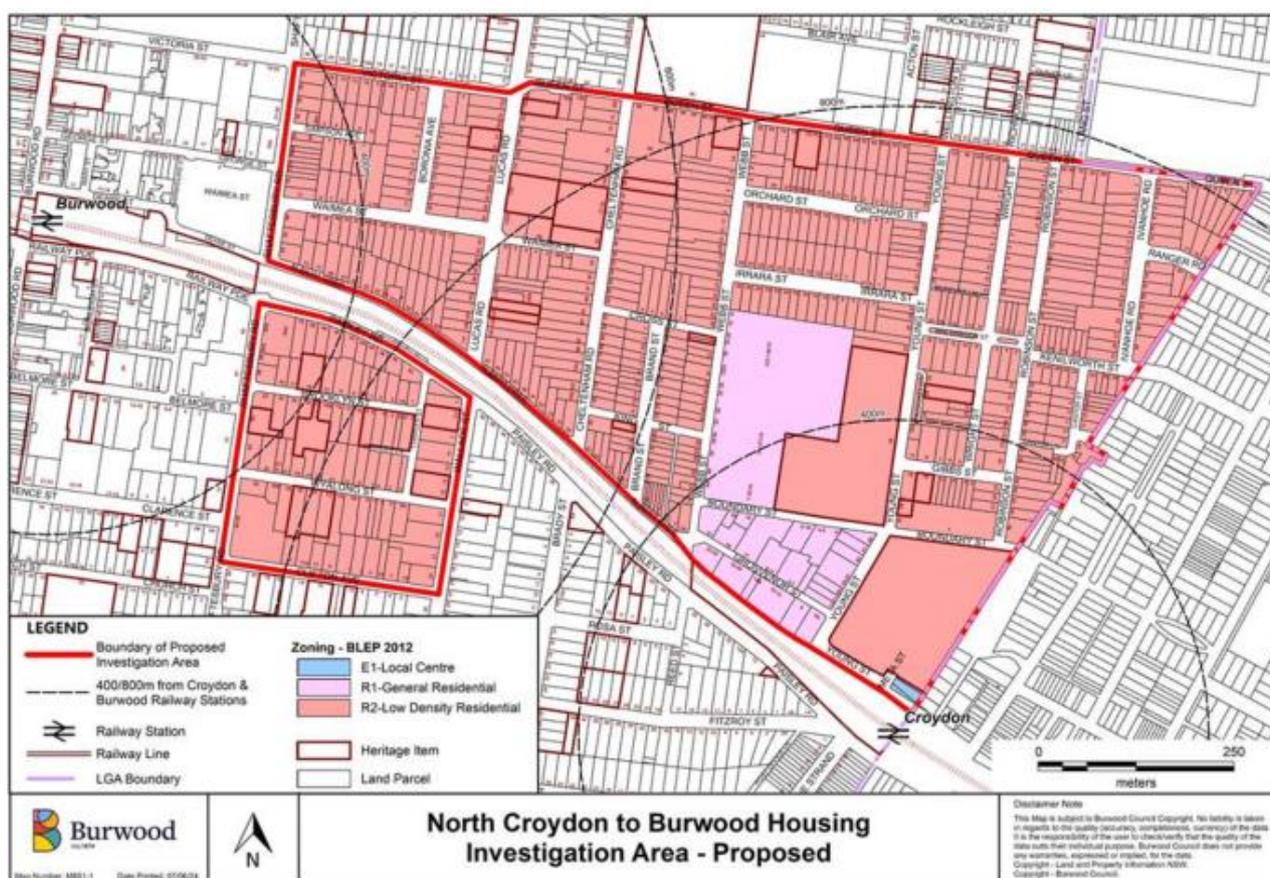


Figure 1: Croydon Housing Investigation Area – showing 400-800m walking catchments

The extent of the study area is broad enough to ensure that consideration can be given to transitioning development to both the Burwood Town Centre in the west and to the low density areas eastwards. It also provides an opportunity to undertake appropriate analysis of the constraints and opportunities, including (but not limited to):

1. Relationship to Burwood Town Centre
2. Connectivity to Burwood and Croydon Railway Stations
3. Housing diversity and affordability
4. Height, Floor Space Ratio and Density
5. Built Form and transition to existing development
6. Desire future character and local services
7. Connectivity and walkability, including active transport facilities
8. Public domain improvements including street trees, verges and opportunities for future open space (may be outside the Croydon HIA, adjacent to existing open space).

It is important to note that this study area was identified for the purposes of the analyses to support the development of a Masterplan. The strategic merits of the study area were investigated against Council's Operational Plan objectives as well as objectives of transit-oriented development principles balanced with minimising impacts to heritage buildings and areas.

Draft Masterplan

Council's City Planning Team, together with Council's appointed planning consultants have prepared a draft Croydon Masterplan that responds to the requisite housing capacity within the investigation area whilst meeting the goals of achieving "City Excellence" and transit-oriented development outcomes within the precinct. The Masterplan has been developed through a process of site analyses and visioning, scenario workshops and testing, and ongoing collaboration between the consultant team and Council's City Planning Team. A copy of the draft Croydon Masterplan can be found at **Attachment 1**.

The draft Masterplan provides for a total of just over 3,600 potential additional dwellings in the HIA Precinct, considered to be adequate to meet the requirement for the Croydon TOD area. A full yield analysis can be found on page 65 of the draft Masterplan.

The draft Masterplan has been developed from a vision for the future of the Investigation Area, along with five priorities to support that vision. Each priority is supported by principles, strategies and actions to implement the vision. The five priorities come together to form a structure plan for the area, along with a series of character areas and a set of outcomes.

Vision

The vision for the draft Croydon HIA Masterplan is:

Positioned between the centres of Croydon and Burwood, Croydon HIA represents an important opportunity to provide sustainable and responsive urban renewal and design excellence.

Drawing from the vibrant and dynamic activity of nearby Burwood Town Centre, Croydon HIA will enable more residents to enjoy the unique cultural, food and retail destinations.

Croydon HIA will prioritise a more compact approach to development that will facilitate connectivity and ease of movement to enhance its walkability and liveability.

Croydon HIA is an inclusive community open to diversity and change.

Priorities

The Masterplan is underpinned by five priorities that guide the evolution of the precinct:

1. Locate Well-designed Housing in Areas with High Amenity
2. Create Neighbourhoods that are Distinct and Contextual
3. Plan for Better Active Transport Outcomes to Improve Connectivity to Surrounding Centres
4. Improve Access to Existing Open Space and Provide Opportunities for New Ones
5. Create a Green and Resilient Neighbourhood

Each of these priorities are proposed to be implemented through a range of principles, strategies and actions which are contained on pages 30-34 of the draft Masterplan at **Attachment 1**.

Planning, Place, and Design outcomes

The draft Masterplan envisages responsible planning, place, and design outcomes for the Croydon HIA guided by the following considerations:

- Density;
- Building Height;
- Primary and secondary setbacks;
- Connectivity and Green Street Opportunities;
- Active Transport Network;
- Public Domain and Open Space;
- Private Open Space; and
- Streetscape Improvements and Upgrades

To achieve the desired vision for the Croydon HIA and respond accordingly and in a balanced manner to future growth and housing needs, Figure 2 details the proposed density distribution across the study area and Figure 3 details the proposed building heights:



Figure 2: Croydon draft masterplan – proposed density



Figure 3: Croydon draft masterplan – proposed building heights

Character Areas/Precincts

The draft Croydon Masterplan articulates the desired future character into five character areas or precincts, to highlight the considered approach to the five priorities underpinning density, built form, amenity, liveability, open space, movement, and connectivity across the HIA. The draft Masterplan proposes a contextual response to delivering increased housing supply across the investigation area. Figure 4 below shows the proposed five character areas/precincts:



Figure 4: Proposed Character Areas/Precincts under Croydon draft Masterplan

Shaftesbury Road Precinct

1. The precinct along the eastern edge of Shaftesbury Road and north of the railway proposes FSRs ranging from 6:1 in the western portion down to 3.1 along its southern edge and 2.5:1 at its eastern edge.
2. New residential towers are proposed to a maximum height of up to 30 storeys, with street wall heights of up to 6 storeys, at the western edge, to better transition with building heights in Burwood Town Centre.
3. The precinct proposes public domain improvements that include Waimea Street and Shaftesbury Road as part of a larger east-west active transport corridor connecting Croydon to Burwood.
4. The through-site links and active transport corridor will also create opportunities for key public open spaces such as small pocket parks and plazas to provide improved amenity in the area on nominated key sites.

Railway North Precinct

1. This precinct is located adjacent to the east of Shaftesbury Road Precinct and along the railway, transitioning down in building height to minimise impacts to existing heritage conservation areas and buildings.
2. FSRs in this precinct range between 2.5 – 3:1 and the predominant maximum building height is 8 storeys with key sites proposed to be up to 11-15 storeys, located either adjacent to the rail corridor or the north-eastern corner of the precinct to facilitate new public open space and through-site connections.

Croydon Core Precinct

1. Located adjacent to the north of Croydon Station, this precinct bookends the Railway North Precinct and includes the land to the north-west of Croydon Station.
2. A FSR of 3:1 is proposed in this precinct with street wall height of up to 6 storeys and tower development up to a maximum 15 storeys – built form outcomes that take advantage of the precinct's proximity to the station and nearby Croydon Town Centre.

Croydon Low Density Dwelling Residential Precinct

1. This precinct is the largest in the draft Masterplan and development uplift is not proposed.
2. This precinct includes the existing network of schools and parks, and is part of the wider Croydon HIA's interface with the surrounding suburban residential characteristics.
3. It is envisaged that this locality will benefit from public domain upgrades proposed under the draft Masterplan, in the form of new north-south cycle connections and green streets.

Railway South Precinct

1. Under the draft Masterplan development uplift is not proposed given its proximity to Malvern Hill Heritage Conservation Area and several high value heritage items. This precinct has been deferred for future consideration.

Structure Plan

The Structure Plan as shown in Figure 5 below proposes higher density at the western portion of the Croydon HIA, and north of the railway along Shaftesbury Road. Locating higher densities in this part of the HIA enables a contextual transition in density and built form outcomes that respond to the strategic merits and importance of the adjoining Burwood Town Centre to the west.

The draft Masterplan proposes building heights and densities to transition down from the western edge and eastwards to preserve existing heritage conservation areas, heritage items, and the predominant suburban character of the Croydon HIA. Intermittent key sites in the HIA are proposed to benefit from development uplift to facilitate new east-west connectivity and increased public open space. Some sites closer to Croydon station and the rail corridor will also be of higher densities to take advantage of minimal impacts to residential amenity, and proximity to public transport and local neighbourhood shops.

The draft Masterplan for the Croydon HIA contextually places future residents close to public transport connections, the vibrancy and amenity offered by a key strategic centre that is Burwood Town Centre, and the suburban residential locality of Croydon.

The draft Masterplan through the Structure Plan also seeks to preserve the heritage fabric of Croydon by retaining all existing heritage items within the Croydon HIA, with opportunities for some of them to be incorporated or adaptively reused as part of larger, integrated developments. The Lucas Road HCA is retained alongside the other HCAs within the Croydon HIA, including the Malvern Hill, Ivanhoe Road and Froggatt Crescent HCAs.

The detailed Structure Plan below can be found on page 41 of the draft Masterplan.

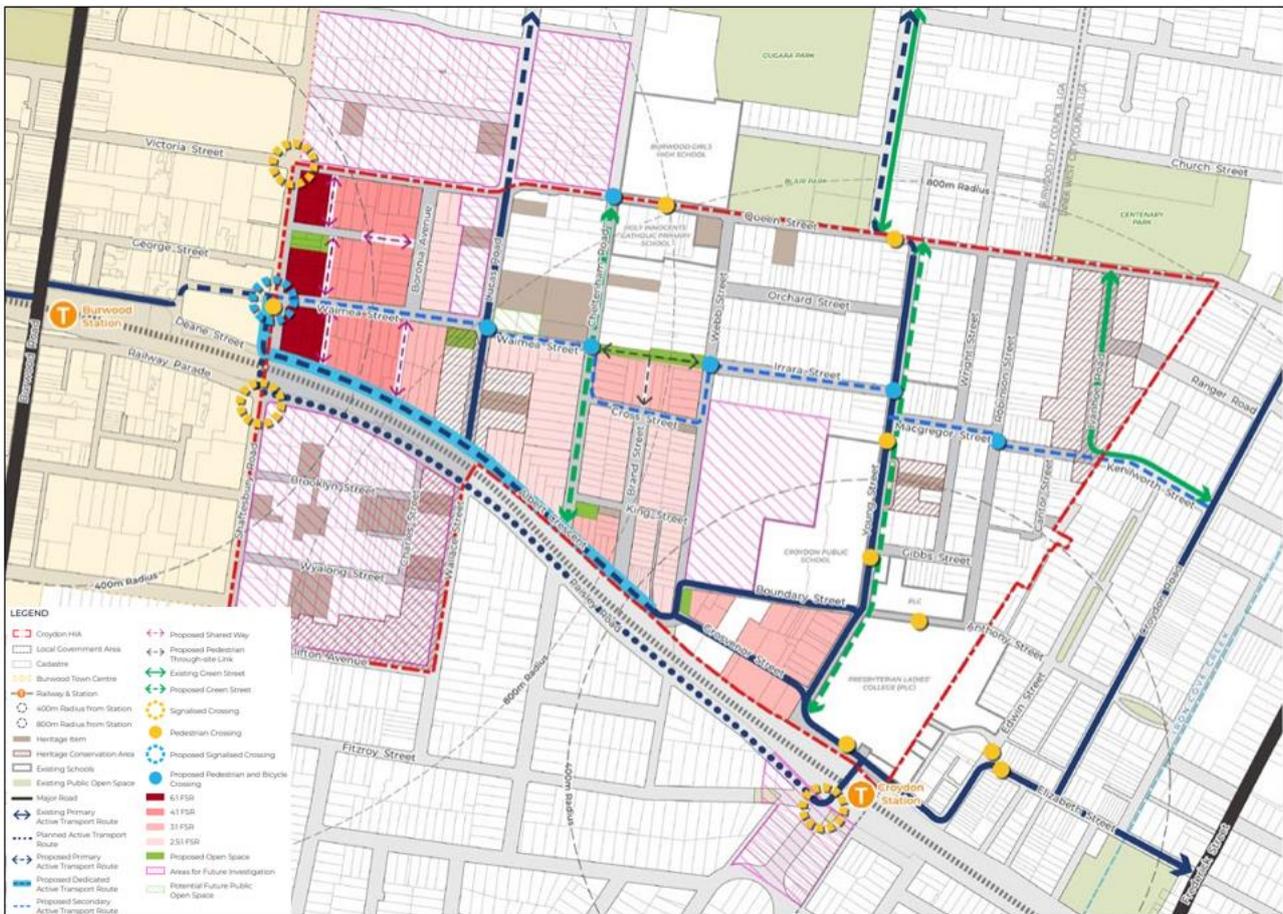


Figure 5: Croydon Master Plan – Structure Plan

Amendments to the LEP

In order to implement the Croydon Masterplan a number of amendments to the Local Environmental Plan LEP are required. These amendments include:

- Amending height and floor space ratio (FSR) maps;
- Amending the exceptions to FSR clause to permit higher density development in the nominated areas where certain requirements are met;
- Expanding the design excellence requirements to the HIA precinct;
- Including environmental impacts as assessment criteria for design excellence;
- Introducing the ability to call for design competitions;
- Excluding higher level balconies and ground floor bicycle parking from FSR calculations; and
- Introducing a new Part to the LEP that contains the particular development provisions for the Croydon North area such as amalgamation and site area requirements, a minimum 2% affordable housing requirement, open space provision, through site links and car parking considerations.

These proposed LEP amendments will be exhibited along with the draft Masterplan as they have been drafted to implement the provisions contained within the draft Masterplan. It is anticipated the Minister would amend the Burwood LEP at the same time as agreeing to the Masterplan.

A copy of proposed amendments to the LEP along with an explanation of each can be found at **Attachment 2**.

Timeline

The Council initiated community engagement for Croydon in April 2024 and began the development of a masterplan, aiming to achieve a balanced approach that proposes higher density near Burwood Town Centre, preserves heritage, enhances public spaces, and integrates improved transport and parking options.

The high-level estimated timeline for the project is as follows:

Timeline	Activity
December 2023	NSW Government TOD Announcement
December 2023 to April 2024	Council advocacy against TOD proposal
April to May 2024	NSW Government deferral announcement, Council initial community engagement
May to June 2024	Review and identify Investigation area in response to community submissions
June to October 2024	Undertake constraints analysis and Prepare draft Masterplan
October 2024	Council to consider draft Masterplan
November 2024	Exhibition of draft Masterplan
November 2024	Council to consider submissions and adopt Masterplan
January 2025	Adopted Masterplan sent to Department/Minister for review, determination and implementation or NSW Government TOD provisions will apply.

Consultation

In April-May 2024 initial consultation was undertaken to identify the housing uplift Investigation Area.

If endorsed, the draft Masterplan, along with all supporting documentation, will be exhibited for a period of 28 days, from 23 October to 20 November 2024. Council's Participate Burwood platform will host a copy of the draft Masterplan along with supporting information, and provide an opportunity for the local community provide feedback/make a submission. The supporting information, Appendices A-F of the Masterplan, can be found at **Attachments 5-10**.

The Croydon Masterplan community consultation and stakeholder engagement will be conducted in line with Burwood Council's Community Engagement Strategy 2023-2026, employing a combination of face-to-face and digital engagement methods to ensure comprehensive community involvement. To reduce barriers to participation, all engagement materials will be designed using simplified language and visual aids, making them accessible to the diverse population within the Burwood LGA.

Face-to-face engagement will include a series of 10 drop-in sessions at key locations in Burwood Town Centre and Croydon Town Centre. These sessions will provide an opportunity for local residents, business owners, and community groups to offer feedback in a personal, interactive setting. Concurrently, digital engagement will be facilitated through Participate Burwood and a promotional video hosted on the Council's website and social media platforms, ensuring broader access to the consultation process.

Additionally, targeted stakeholder consultation will involve the resident letters, poster boards, brochures, and presentations to Councillors. Specific consultations with elected officials, schools, community organisations, utilities, emergency services, state agencies and health services will ensure that the needs and priorities of key stakeholders are considered in the finalisation of the masterplan. Following the public exhibition period, a community update newsletter, along with the release of the final masterplan, will ensure transparency and provide a summary of the feedback

incorporated into the final vision for the Croydon HIA. The results of the public exhibition are proposed to be reported to Council at its meeting on 26 November 2024.

A copy of the Croydon Masterplan Stakeholder Engagement Plan can be found at **Attachment 3**, and a copy of the consultation letter send to owners and residents can be found at **Attachment 13**.

Planning or Policy Implications

The NSW Government amended the Housing SEPP to implement the TOD Program, overriding other planning instruments, including the Burwood LEP 2012. A map identifies affected lots, mainly those allowing residential development. With the Croydon Precinct deferred from the SEPP, Council is preparing a draft Masterplan and Implementation Plan, aiming to enhance the precinct by increasing zoned density while maximising public benefits such as setbacks, street trees, parking, active transport, and community facilities, supported by technical analysis. Changes will be incorporated into the Housing SEPP or the Burwood LEP, with site-specific provisions in the Burwood DCP. A copy of proposed amendments to the LEP along with an explanation of each can be found at Attachment 2 whilst the proposed DCP provisions are contained in the Draft Masterplan which can be found in Attachment 1.

Financial Implications

The Masterplan is funded by the City Planning Operational Budget. An application for \$600,000 under Stream 1 of the Australian Government's Housing Support Program was unsuccessful. Due to the lack of funding from the NSW Government, redirecting funds and resources from other projects to meet the tight timeline for the Croydon Precinct may slow progress on initiatives such as the Burwood North implementation. The Council continues to advocate for State and Federal Government funding to support the delivery of these critical plans and projects for the community.

Options

Should Council decide not to endorse the Masterplan for the purposes of public exhibition, Council will not be able to meet the Minister's timeframe for presenting an alternative approach in line with the requirements of the deferral, by January 2025. This will result in the TOD State Environmental Planning Policy coming into effect over all land within the vicinity of the Croydon Station within the Burwood LGA.

It is therefore recommended that Council adopt the Masterplan for the purposes of public exhibition, noting that refinements to the Masterplan are possible after exhibition closes.

Conclusion

Council secured a deferral of the NSW Government's Croydon Precinct TOD Program inclusion until January 2025, to pursue a detailed local planning process. The draft Masterplan aims to respond to future growth and housing delivery through considered uplift to land use zoning, density and building heights whilst ensuring maximum public benefits through heritage protection, setbacks, street trees, parking, active transport, and community facilities.

Early community engagement undertaken by Council supports additional housing, especially north of the railway line between Croydon station and Burwood Town Centre. Council's planning consultants have developed a draft Masterplan that responds to community feedback whilst designing for the required housing capacity and also satisfying the planning objectives for "City Excellence" in the HIA. It is recommended that the draft Masterplan be exhibited for public comment, noting that opportunities to refine the masterplan post-exhibition are available. Failure to meet the January 2025 timeline will result in the NSW Government's TOD program implementation without further notice.

Recommendation(s)

1. That Council endorse the draft Croydon Housing Investigation Area Masterplan for the purposes of public exhibition.
2. That the draft Croydon Housing Investigation Area Masterplan be exhibited for a period of at least 28 days.
3. That a further report be presented to Council in November 2024 to provide the outcomes of the public exhibition and subsequent recommendations and next steps with respect to the draft Masterplan

Attachments

- 1 [⇒](#) Attachments published as separate paper (13 attachments)

(Item 57/24) Local Government NSW Annual Conference

File No: 24/42594

Report by General Manager

Summary

This year the Local Government NSW Annual Conference is being held from Sunday 17 to Tuesday 19 November 2024 at Tamworth Regional Entertainment and Conference Centre.

Council can nominate up to four voting delegates to vote on the motions and, as customary, observers to attend the Conference.

Operational Plan Objective

C.11.4 Build and maintain partnerships and advocate on behalf of the community

Financial Implications

Below are approximate costs per person to attend the conference at the Tamworth Regional Entertainment and Conference Centre:

Early Bird Registration Fee	\$ 1,155.00 (inc GST)
Conference Dinner Ticket	\$ 230.00 (inc GST)
Accommodation (2 nights)	\$ 394.00 (inc GST)
Return Flights	\$ 1,011.68 (inc GST)
Travel by Car *	

- * 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 consideration being given to comparative methods of travel such as air travel or the use of a pool or hire car, taking into account the nature and destination of the trip, to ensure the best use of Council resources.

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 Local Government NSW 2024 conference, only the cost of registration and the official conference dinner will be covered by Council within the annual limits specified in the *Councillors Expenses and Facilities Policy*. All other costs, including any additional travel or accommodation costs, must be met by the Councillor or spouse/partner.

Recommendation(s)

That:

1. Council consider nominating four 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 2024 to be held at Tamworth Regional Entertainment and Conference Centre, from Sunday 17 to Tuesday 19 November 2024.
2. The General Manager and other Observers be authorised to attend, and that the nominated Observers confirm their attendance by Monday 28 October 2024 to the General Manager.

Attachments

There are no attachments for this report.

(Item 58/24) Council meeting and briefing dates for 2024 and 2025

File No: 24/41582

Report by Director Corporate Services

Summary

The proposed schedule for Ordinary Meetings of Council for the remainder of 2024 and the whole of 2025, together with the proposed schedule of councillor briefings and workshops, is presented for consideration and adoption by Council.

Operational Plan Objective

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

Background

Elected Council is required under Section 365 of the *Local Government Act 1993* to meet at least ten times in a given year, each time in a different month, to conduct the business of Council. A schedule of minimum meeting requirements to effectively handle the anticipated levels of business for the remainder of this year and for 2025 has been drafted for consideration by Council.

Proposal

The proposed schedule for meetings, briefings and workshops appears as Attachment 1 to this report. The proposed schedule takes into account the following:

- Burwood Council normally convenes one ordinary meeting of Council in every month of the year, with the exception of January. The *Code of Meeting Practice* provides that meetings will typically be convened on the fourth Tuesday of the month. Traditionally, the meetings set down for February and December have been convened earlier in the month to accommodate a Christmas / New Year recess period.
- No major shifts in the volume of business to be considered by Council are anticipated in the coming year, therefore the established pattern of meetings should continue to serve the Council relatively well.
- Nomination of dates for the Council meeting schedule has taken account of the following key factors:
 - Public holidays
 - Local Government NSW 2024 Annual Conference, which is scheduled for 17–19 November 2024.
 - Australian Local Government Association National General Assembly, which is usually in mid-June but the exact dates have not yet been confirmed. Should a change of dates be required to accommodate Councillor attendance at that Conference, a further report will be brought to back to Council.
 - Local Government NSW 2025 Annual Conference, which is scheduled for 23–25 November 2025.
 - Ensuring there is sufficient time for public exhibition and adoption of the Operational Plan and Budget before 30 June 2025.
- As provided for under the *Councillor Briefings and Workshops Policy*, Councillor briefings that proceed on the same days as ordinary meetings of Council will tend to focus on matters set down in the agenda for the Council meeting to immediately follow.
- One standalone briefing or workshop per month (other than January) has been scheduled to allow for those topics that require more time for discussion than is available on a Council

meeting night, or that are for general information or professional development purposes. These are generally scheduled for Thursday evenings.

Planning or Policy Implications

The proposal follows long-standing practices for the scheduling of Council meetings and includes an advanced planning approach to the annual briefing and workshop schedule.

Financial Implications

No financial implications.

Conclusion

Council is obliged to determine scheduling arrangements for ordinary meetings of Council and ancillary briefings and workshops. Timely determination of these commitments is important for ensuring that stakeholders can effectively plan their commitments.

Recommendation

That Council endorse the schedule for ordinary meetings of Council and councillor briefing and workshop sessions in 2024 and 2025, as proposed in Attachment 1 to this report.

Attachments

1 [↓](#) Burwood Council Proposed Meeting Schedule for remainder 2024 and 2025

Item Number 58/24 - Attachment 1

Burwood Council Proposed Meeting Schedule for remainder 2024 and 2025

Burwood Council Proposed Meeting Schedule for remainder 2024 and 2025

Date	Ordinary Meeting of Council 6pm	Councillor Briefing on Meeting Agenda 5pm	Councillor workshop, briefing or professional development session 5.30pm
Thurs 7 November 2024			X
<i>17–19 November 2024 – LGNSW Annual Conference (Tamworth)</i>			
Tues 26 November 2024	X	X	
Thurs 5 December 2024			X
Tues 10 December 2024	X	X	
<i>Christmas / New Year break</i>			
Tues 11 February 2025	X	X	
Thurs 20 February 2025			X
Thurs 6 March 2025			X
Tues 25 March 2025	X	X	
Thurs 3 April 2025			X
Tues 29 April 2025	X	X	
Thurs 8 May 2025			X
Tues 20 May 2025	X	X	
Thurs 5 June 2025			X
Tues 24 June 2025	X	X	
<i>TBC: July 2025 – ALGA National General Assembly (Canberra)</i>			
Thurs 10 July 2025			X
Tues 22 July 2025	X	X	
Thurs 7 August 2025			X
Tues 26 August 2025	X	X	
Thurs 4 September 2025			X
Tues 23 September 2025	X	X	
Thurs 2 October 2025			X
Tues 28 October 2025	X	X	
Thurs 6 November 2025			X
Tues 18 November 2025	X	X	
<i>23–25 November 2025 – LGNSW Annual Conference (Penrith)</i>			
Thurs 4 December 2025			X
Tues 9 December 2025	X	X	

(Item 59/24) Adoption of Audited Financial Reports for the Year Ended 30 June 2024

File No: 24/41947

Report by Director Corporate Services

Summary

In accordance with Section 418 (1)(a) of the Local Government Act 1993 (the Act), Council must fix a date for the meeting at which it proposes to present its Audited Financial Report, together with the Auditor's Report. The presentation of this Report to this Council Meeting fulfils this requirement.

In all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with Council's understanding of the financial position, the operating result and cash flows.

Operational Plan Objective

2.3 Ensure financial sustainability and organisational effectiveness

Background

As per the resolution of the 13 August 2023 Council Meeting, the Financial Reports for year ending 30 June 2024 were presented to Council's Auditor for audit.

There have been no major changes to the 2023/24 figures between presentation and finalisation of audit. The main changes made relate to the presentation of the prior year errors. A summary of the prior year changes is included in Note F4-1 of the Annual Financial Statements.

The auditors concluded the final audit of the 2023-2024 Financial Statements in October 2024.

Council have received their Independent Audit Report and Report on the Conduct of the Audit for inclusion in the Financial Reports for submission to the Office of Local Government following Council's adoption of the Financial Reports.

Council's Auditor presented the audited Annual Financial Statements to the Audit, Risk and Improvement Committee at the meeting held on 15 October 2024, where the auditors gave a presentation and answered questions on the presented statements. The Committee members present at the meeting accepted the Financial Statements with no alterations.

Consultation

In accordance with Section 418(1) (b) of the Act, Council has given public notice of this meeting by advertising on Council's website. Copies of the Audited Financial Reports and Auditor's Report were placed on Public Exhibition at Burwood Council and Library, 2 Conder Street Burwood and on Council's website for members of the public to view. Any written submissions received from the public will be deliberated and considered by the General Manager and copies forwarded to Council's Auditors.

Planning or Policy Implications

In accordance with the Local Government Act 1993 and Local Government (General) Regulation 2005, the following have been complied with:

- A copy of the Audited Financial Reports and Auditor's Report will be forwarded to the Office of Local Government.
- Public notice has been given for the presentation of the 2023-2024 Financial Reports.
- The date of this meeting was advised to the public after the date of public notices given and not more than five weeks after the Auditors Report was received.

Financial Implications

There are no direct Financial Implications from the presentation of the Audited Financial Reports to Council

Conclusion

The 2023-2024 Annual Financial Reports relate to the General Fund of Council. During the course of the audit no material adjustments to the financial statements were identified. The audited financial reports will be forwarded to the Office of Local Government in accordance with legislative requirements.

Copy of the Annual Financial Statements are attached to this report.

Recommendation(s)

1. That in accordance with Section 413(2)(c) of the Local Government Act 1993 and Clause 215 of the Local Government (General) Regulation 2005, the Council make the following declaration:
 - a. That Councils Financial Reports have been drawn up in accordance with the Local Government Act 1993 and associated Regulations; the Statement of Accounting Concept; the local Government Code of Accounting Practice and Financial Reporting update December 2023; and the Australian Accounting Standards.
 - b. The Audited financial reports present fairly the Council's financial position and performance for the year
 - c. These reports accord with Council's accounting and other records
2. That the Council note that the 2023-2024 Audited Financial Reports and Auditor's Report will be forwarded to the Office of Local Government.

Attachments

- 1 [Annual Financial Statements 2024](#)



Burwood Council Annual Financial Statements

for the year ended 30 June 2024



Burwood Council

General Purpose Financial Statements

for the year ended 30 June 2024

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Overview

Burwood Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:
2 Conder Street
BURWOOD NSW 2134

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.burwood.nsw.gov.au.

Burwood Council

General Purpose Financial Statements

for the year ended 30 June 2024

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

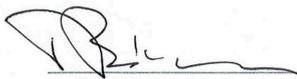
Signed in accordance with a resolution of Council made on 13 August 2024.



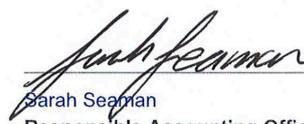
John Faker
Mayor
13 August 2024



George Mannah
Deputy Mayor
13 August 2024



Tommaso Briscese
General Manager
13 August 2024



Sarah Seaman
Responsible Accounting Officer
13 August 2024

Burwood Council

Income Statement

for the year ended 30 June 2024

Original unaudited budget 2024 \$ '000		Notes	Actual 2024 \$ '000	Restated Actual 2023 \$ '000
Income from continuing operations				
38,582	Rates and annual charges	B2-1	38,892	35,712
10,299	User charges and fees	B2-2	10,764	9,544
4,948	Other revenues	B2-3	6,737	5,454
2,661	Grants and contributions provided for operating purposes	B2-4	3,233	5,476
42,548	Grants and contributions provided for capital purposes	B2-4	12,547	14,535
1,425	Interest and investment income	B2-5	2,961	1,910
2,305	Other income	B2-6	1,974	2,136
102,768	Total income from continuing operations		77,108	74,767
Expenses from continuing operations				
23,970	Employee benefits and on-costs	B3-1	24,141	20,828
26,651	Materials and services	B3-2	26,945	29,205
335	Borrowing costs	B3-3	314	337
10,941	Depreciation and amortisation of intangible assets and IPP&E	B3-4	10,013	9,733
1,133	Other expenses	B3-5	1,228	1,435
–	Net loss from the disposal of assets	B4-1	1,345	1,409
63,030	Total expenses from continuing operations		63,986	62,947
39,738	Operating result from continuing operations		13,122	11,820
39,738	Net operating result for the year attributable to Council		13,122	11,820
(2,810)	Net operating result for the year before grants and contributions provided for capital purposes		575	(2,715)

The comparative figures for 2023 have been restated due to the correction of a prior period error. Refer to Note F4-1.

The above Income Statement should be read in conjunction with the accompanying notes.

Burwood Council | Statement of Comprehensive Income | for the year ended 30 June 2024

Burwood Council

Statement of Comprehensive Income

for the year ended 30 June 2024

	Notes	2024 \$ '000	Restated 2023 \$ '000
Net operating result for the year – from Income Statement		13,122	11,820
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Loss on revaluation of infrastructure, property, plant and equipment	C1-6	<u>(24,448)</u>	23,065
Total items which will not be reclassified subsequently to the operating result		(24,448)	23,065
Total other comprehensive income loss for the year		(24,448)	23,065
Total comprehensive income loss for the year attributable to Council		(11,326)	34,885

The comparative figures for 2023 have been restated due to the correction of a prior period error. Refer to Note F4-1.

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Item Number 59/24 - Attachment 1
Annual Financial Statements 2024

Burwood Council | Statement of Financial Position | as at 30 June 2024

Burwood Council

Statement of Financial Position

as at 30 June 2024

	Notes	2024 \$ '000	Restated 2023 \$ '000	Restated 1 July 2022 \$ '000
ASSETS				
Current assets				
Cash and cash equivalents	C1-1	5,217	10,056	15,198
Investments	C1-2	23,500	12,000	14,250
Receivables	C1-4	7,704	5,540	5,799
Contract assets	C1-5	68	81	175
Other	C1-9	928	652	1,025
Total current assets		37,417	28,329	36,447
Non-current assets				
Investments	C1-2	25,050	30,550	16,146
Infrastructure, property, plant and equipment (IPPE)	C1-6	520,538	536,293	509,293
Investment property	C1-7	23,570	23,525	23,070
Intangible assets	C1-8	224	211	295
Right of use assets	C2-1	495	743	860
Total non-current assets		569,877	591,322	549,664
Total assets		607,294	619,651	586,111
LIABILITIES				
Current liabilities				
Payables	C3-1	12,014	10,409	8,753
Contract liabilities	C3-2	4,159	5,219	7,287
Lease liabilities	C2-1	260	253	214
Borrowings	C3-3	525	691	727
Employee benefit provisions	C3-4	4,970	5,582	5,665
Total current liabilities		21,928	22,154	22,646
Non-current liabilities				
Lease liabilities	C2-1	267	527	681
Borrowings	C3-3	3,860	4,385	5,076
Employee benefit provisions	C3-4	114	134	142
Total non-current liabilities		4,241	5,046	5,899
Total liabilities		26,169	27,200	28,545
Net assets		581,125	592,451	557,566
EQUITY				
Accumulated surplus	C4-1	269,545	256,423	244,603
IPPE revaluation reserve	C4-1	311,580	336,028	312,963
Total equity		581,125	592,451	557,566

The comparative figures for 30 June 2023 and 1 July 2022 have been restated due to the correction of prior period error. Refer to note F4-1.

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Burwood Council

Statement of Changes in Equity

for the year ended 30 June 2024

	Notes	2024			2023		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
		\$ '000	\$ '000	\$ '000	Restated \$ '000	Restated \$ '000	Restated \$ '000
Opening balance at 1 July		256,423	336,028	592,451	244,603	329,044	573,647
Correction of prior period errors	F4-1	-	-	-	-	(16,081)	(16,081)
Restated opening balance		256,423	336,028	592,451	244,603	312,963	557,566
Net operating result for the year		13,122	-	13,122	10,391	-	10,391
Correction of prior period errors	F4-1	-	-	-	1,429	-	1,429
Restated net operating result for the period		13,122	-	13,122	11,820	-	11,820
Other comprehensive income							
Restated Loss on revaluation of infrastructure, property, plant and equipment	C1-6	-	(24,448)	(24,448)	-	23,065	23,065
Other comprehensive income		-	(24,448)	(24,448)	-	23,065	23,065
Restated total comprehensive income/(Loss)		13,122	(24,448)	(11,326)	11,820	23,065	34,885
Closing balance at 30 June		269,545	311,580	581,125	256,423	336,028	592,451

The comparative figures for 2023 have been restated due to the correction of a prior period error. Refer to note F4-1.

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Burwood Council

Statement of Cash Flows

for the year ended 30 June 2024

Original unaudited budget 2024 \$ '000		Actual 2024 \$ '000	Actual 2023 \$ '000
	Notes		
Cash flows from operating activities			
<i>Receipts:</i>			
38,507	Rates and annual charges	38,305	35,492
10,305	User charges and fees	11,458	10,543
1,378	Interest received	2,530	1,660
46,409	Grants and contributions	13,600	18,392
–	Bonds, deposits and retentions received	1,357	1,589
7,213	Other	12,418	10,160
<i>Payments:</i>			
(23,895)	Payments to employees	(24,381)	(20,867)
(26,879)	Payments for materials and services	(30,033)	(33,497)
(319)	Borrowing costs	(316)	(340)
–	Bonds, deposits and retentions refunded	(960)	(1,304)
(1,137)	Other	(2,057)	(51)
51,582	Net cash flows from operating activities	21,921	21,777
	F1-1		
Cash flows from investing activities			
<i>Receipts:</i>			
–	Sale of investments	6,000	44,250
825	Proceeds from sale of IPPE	694	140
<i>Payments:</i>			
–	Purchase of investments	–	(23,250)
–	Acquisition of term deposits	(12,000)	(33,000)
(43,152)	Payments for IPPE	(20,369)	(14,030)
–	Purchase of intangible assets	(141)	(53)
(42,327)	Net cash flows from investing activities	(25,816)	(25,943)
Cash flows from financing activities			
<i>Receipts:</i>			
1,000	Proceeds from borrowings	–	–
<i>Payments:</i>			
(731)	Repayment of borrowings	(691)	(727)
(220)	Principal component of lease payments	(253)	(249)
49	Net cash flows from financing activities	(944)	(976)
9,304	Net change in cash and cash equivalents	(4,839)	(5,142)
27,930	Cash and cash equivalents at beginning of year	10,056	15,198
37,234	Cash and cash equivalents at end of year	5,217	10,056
	C1-1		
30,395	plus: Investments on hand at end of year	48,550	42,550
67,629	Total cash, cash equivalents and investments	53,767	52,606
	C1-2		

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Burwood Council

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A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 13 August 2024. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The material accounting policies adopted in the preparation of these financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (Act)* and *Local Government (General) Regulation 2021 (Regulation)*, and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain infrastructure, property, plant and equipment and investment property.

Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- (i) estimated fair values of investment properties – refer Note C1-7
- (ii) estimated fair values of infrastructure, property, plant and equipment – refer Note C1-6
- (iii) employee benefit provisions – refer Note C3-4

Significant judgements in applying the Council's accounting policies

- i. Impairment of receivables – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

Monies and other assets received by Council

The Consolidated Fund

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993*, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

The Consolidated Fund has been included in the financial statements of the Council.

Cash and other assets of the following activities have been included as part of the Consolidated Fund:

- general purpose operations

A1-1 Basis of preparation (continued)

Volunteer services

Council does not have a material dependence on volunteer services, however the use of volunteer services is to provide opportunities for residents to experience different areas of the workforce, gain recognisable work experience, and allow them to identify and work towards future career goals. This also benefits Council as we are able to harness the skill sets of our local community without any expectation of paid employment. Volunteer services will not be purchased if it is not donated.

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2024 reporting period. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2023.

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

This Standard amends AASB 13, including adding authoritative implementation guidance and providing related illustrative examples, for application by not-for-profit public sector entities.

In particular, this standard provides guidance on:

- (a) highest and best use
- (b) financially feasible uses
- (c) use of assumptions
- (d) nature of costs to include in the replacement cost of a reference asset and on the identification of economic obsolescence when using the cost approach.

Council is currently assessing the impact of the changes to this standard.

AASB 18 Amendments to Australian Accounting Standards – Presentation and Disclosure in Financial Statements

AASB 18 replaces AASB 101 as the standard describing the primary financial statements and sets out requirements for the presentation and disclosure of information in AASB-compliant financial statements. Amongst other changes, it introduces the concept of the "management-defined performance measure" to financial statements and requires the classification of transactions presented within the statement of profit or loss within one of five categories – operating, investing, financing, income taxes, and discontinued operations. It also provides enhanced requirements for the aggregation and disaggregation of information.

When the standard is first adopted for the year ending 30 June 2028, there will be impacts on the presentation of the financial statements.

New accounting standards adopted during the year

During the year Council adopted all accounting standards and interpretations (as issued by the Australian Accounting Standards Board) which were mandatorily effective from the first time at 30 June 2024.

The following new standard is effective for the first time at 30 June 2024:

- **AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates**

The most significant change introduced by this standard is to remove the requirement to disclose significant accounting policies and instead require disclosure of material accounting policy information.

"Accounting policy information is material if, when considered together with other information included in an entity's financial statements, it can reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements."

In applying the new requirements, Council has after taking into account the various specific facts and circumstances applied professional judgement to ensure it discloses only material accounting policies as opposed to significant accounting policies throughout these financial statements.

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2024	2023 Restated	2024	2023 Restated	2024	2023	2024	2023 Restated	2024	2023 Restated
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Functions or activities										
Inclusive community and culture	2,651	3,104	10,019	10,872	(7,368)	(7,768)	305	1,116	59,454	59,200
Open and collaborative leadership	11,934	4,267	12,611	18,258	(677)	(13,991)	8,352	1,013	149,083	156,101
Sustainable and protected environment	15,784	10,942	20,942	14,435	(5,158)	(3,493)	1,982	2,808	159,710	148,593
Places for people	12,484	23,559	19,595	18,197	(7,111)	5,362	4,119	13,725	237,325	254,210
Vibrant city and villages	82	154	819	1,185	(737)	(1,031)	-	2	1,722	1,547
General purpose income	34,173	32,741	-	-	34,173	32,741	1,022	1,347	-	-
Total functions and activities	77,108	74,767	63,986	62,947	13,122	11,820	15,780	20,011	607,294	619,651

Comparatives have been amended due to a correction of a prior period error. Refer note F4-1.

B1-2 Components of functions or activities

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

Inclusive community and culture

The theme 'community and lifestyle' relates to supporting the community to create a feeling of belonging, inclusiveness and wellbeing amongst Burwood's diverse population. Community and lifestyle is about people being proud of where they live, feeling safe and engaged in the community and having access to facilities and services that ensure they can lead a healthy and satisfying lifestyle.

Open and collaborative leadership

This theme relates to the leadership not only of our elected representatives but also leaders in our business, volunteer, spiritual and environmental community. It is about encouraging greater participation and engagement in decision making processes and involving people in local activities and programs. Leadership through innovation is also about thinking outside the square to resolve some of the challenges facing our community as we strive to be a leading community in economic prosperity, environmental sustainability and social responsibility. We strive for community leadership that fosters our community values and celebrates our culture, diversity and heritage.

Sustainable and protected environment

This theme is focused on maintaining and ensuring we live in a healthy, safe and sustainable natural environment. This theme aims to protect our natural resources and assets including parks, trees, open green spaces and also ensure that our impact on the environment is reduced so that we continue to live in a clean and sustainable environment. The community, Council and other governments all have a role to play in protecting our environment and taking responsibility for preserving our natural resources for future generations.

Places for people

This theme relates to the services and infrastructure that supports our community including roads, public transport, health facilities and education providers. It also encompasses our strategic planning to ensure we can accommodate our growing population. This theme aims to improve the quality and equitable access to services in our community and also to enhance the visual appearance of our neighbourhoods, streetscapes and town centre. Transport plays a major role in keeping our community physically connected to work, recreational spaces and services. Being able to move around easily plays a key role in the liveability and sustainability of our area.

Vibrant city and villages

This theme relates to harnessing Burwood's strategic status and supporting the businesses and services that contribute to the wider Burwood economy. Burwood is characterised by a vibrant CBD and several business and shopping precincts. This theme aims to ensure an economically sustainable and prosperous future in Burwood with a strong network of services that support existing businesses and institutions, and attract new and diverse organisations. It also aims to stimulate the local economy and activate our surrounding villages to foster a sense of pride and enhance our local identity.

General purpose income

General purpose income is that income not attributed to directly to Council's Activities or Functions. Income includes Rates & Annual Charges, Untied General Purpose Grants and Interest on Investments.

B2 Sources of income

B2-1 Rates and annual charges

	2024 \$ '000	2023 \$ '000
Ordinary rates		
Residential	22,742	21,770
Business	7,272	6,991
Less: pensioner rebates (mandatory)	(129)	(138)
Less: pensioner rebates (Council policy)	(177)	(223)
Rates levied to ratepayers	29,708	28,400
Pensioner rate subsidies received	145	167
Total ordinary rates	29,853	28,567
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	8,729	6,859
Stormwater management services	300	298
Section 611 charges	56	28
Less: pensioner rebates (mandatory)	(42)	(39)
Less: pensioner rebates (Council policy)	(52)	(48)
Annual charges levied	8,991	7,098
Pensioner annual charges subsidies received:		
– Domestic waste management	48	47
Total annual charges	9,039	7,145
Total rates and annual charges	38,892	35,712

Council has used 2022 year valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

B2-2 User charges and fees

	Timing	2024 \$ '000	2023 \$ '000
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s608)			
Private works – section 67	2	630	241
Section 10.7 certificates (EP&A Act)	2	123	120
Section 603 certificates	2	75	56
Other	2	–	11
Developer fees	2	1,150	404
Engineering and administration	2	315	1,201
Licence and inspection fees	2	519	505
Licence fees – outdoor eating	2	82	151
Total fees and charges – statutory/regulatory		2,894	2,689
(ii) Fees and charges – other (incl. general user charges (per s608))			
Community centres	2	310	370
Leaseback fees – Council vehicles	2	209	194
Park rents	2	165	99
Car parking meters	2	2,258	2,032
Car parking station	2	1,709	1,296
Street furniture advertising income	2	1,152	1,078
Swimming centre and gym fees	2	2,009	1,677
Other	2	58	109
Total fees and charges – other		7,870	6,855
Total other user charges and fees		10,764	9,544
Total user charges and fees		10,764	9,544
Timing of revenue recognition for user charges and fees			
User charges and fees recognised at a point in time (2)		10,764	9,544
Total user charges and fees		10,764	9,544

Material accounting policy information

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

B2-3 Other revenues

	Timing	2024 \$ '000	2023 \$ '000
Fines	2	156	189
Fines – parking	2	4,926	4,624
Legal fees recovery – other	2	691	113
Diesel rebate	2	12	7
Sale of abandoned vehicles	2	17	6
Sales – general	2	39	45
Animal control fees	2	69	18
OHS incentive rebate	2	70	66
Other	2	636	270
Workers compensation recovery	2	121	116
Total other revenue		6,737	5,454
Timing of revenue recognition for other revenue			
Other revenue recognised at a point in time (2)		6,737	5,454
Total other revenue		6,737	5,454

Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the payment is received.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

B2-4 Grants and contributions

	Operating 2024 \$ '000	Operating 2023 \$ '000	Capital 2024 \$ '000	Capital 2023 \$ '000
General purpose grants and non-developer contributions (untied)				
General purpose (untied)				
Current year allocation				
Financial assistance – general component	61	281	–	–
Financial assistance – local roads component	16	99	–	–
Payment in advance - future year allocation				
Financial assistance – general component	961	1,065	–	–
Financial assistance – local roads component	307	341	–	–
Amount recognised as income during current year	1,345	1,786	–	–
Special purpose grants and non-developer contributions (tied)				
Cash contributions				
Environmental programs	19	32	–	–
Floodplain management	40	–	–	–
Library – per capita	116	116	–	–
Library – special projects	–	1	13	53
LIRS subsidy	–	4	–	–
Recreation and culture	90	902	2,959	4,175
Community services	127	129	–	–
Family leave subsidy	64	8	–	–
Street lighting	80	80	–	–
Other	–	562	–	–
Traffic route subsidy	22	17	–	–
Transport (roads to recovery)	–	–	169	190
Transport (other roads and bridges funding)	–	890	441	–
Other specific grants	742	222	70	681
Previously contributions:				
Community services	–	44	–	–
Kerb and gutter	389	395	653	266
Recreation and culture	–	3	–	–
Transport for NSW contributions (regional roads, block grant)	199	107	1,220	–
Other contributions	–	130	–	–
LSL transfer between councils	–	48	–	–
Total special purpose grants and non-developer contributions – cash	1,888	3,690	5,525	5,365
Total special purpose grants and non-developer contributions (tied)	1,888	3,690	5,525	5,365
Total grants and non-developer contributions	3,233	5,476	5,525	5,365
Comprising:				
– Commonwealth funding	83	17	523	190
– State funding	2,674	4,809	4,350	4,909
– Other funding	476	650	652	266
	3,233	5,476	5,525	5,365

continued on next page ...

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B2-4 Grants and contributions (continued)

Developer contributions

	Notes	Operating 2024 \$ '000	Operating 2023 \$ '000	Capital 2024 \$ '000	Capital 2023 \$ '000
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	F5				
Cash contributions					
S 7.4 – contributions using planning agreements		-	-	5,187	4,372
S 7.12 – fixed development consent levies		-	-	1,835	4,798
Total developer contributions – cash		-	-	7,022	9,170
Total developer contributions		-	-	7,022	9,170
Total contributions		-	-	7,022	9,170
Total grants and contributions		3,233	5,476	12,547	14,535
Timing of revenue recognition for grants and contributions					
Grants and contributions recognised at a point in time (2)		3,233	5,476	11,361	14,535
Total grants and contributions		3,233	5,476	12,547	14,535

B2-4 Grants and contributions (continued)

Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

	Operating 2024 \$ '000	Operating 2023 \$ '000	Capital 2024 \$ '000	Capital 2023 \$ '000
Unspent grants and contributions				
Unspent funds at 1 July	69	23	-	-
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	11	53	-	-
Less: Funds received in prior year but revenue recognised and funds spent in current year	(53)	(7)	-	-
Unspent funds at 30 June	27	69	-	-
Contributions				
Unspent funds at 1 July	-	-	15,296	8,716
Add: contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions	-	-	7,757	9,537
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	-	-	(3,115)	(2,956)
Unspent contributions at 30 June	-	-	19,938	15,297

Material accounting policy information

Grant income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue are recognised when control of each performance obligations are satisfied.

Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income Under AASB 1058

Assets arising from grants in the scope of AASB 1058 is recognised at the assets fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Income should be recognised immediately in profit or loss for the excess of the initial carrying amount of an asset over the related amounts recognised in accordance with the other relevant accounting standards.

B2-4 Grants and contributions (continued)

Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

B2-5 Interest and investment income

	2024	2023
	\$ '000	\$ '000
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	184	123
– Cash and investments	2,777	1,687
Dividend income (other)	–	100
Total interest and investment income (losses)	2,961	1,910

B2-6 Other income

		2024	2023
	Notes	\$ '000	Restated \$ '000
Fair value increment on investment properties			
Fair value increment on investment properties		<u>45</u>	455
Total fair value increment on investment properties	C1-7	<u>45</u>	<u>455</u>
Rental income			
Investment properties			
Lease income relating to variable lease payments not dependent on an index or a rate		<u>603</u>	357
Total Investment properties		<u>603</u>	<u>357</u>
Other lease income			
Other		<u>1,326</u>	1,170
Total other lease income		<u>1,326</u>	<u>1,170</u>
Total rental income	C2-2	<u>1,929</u>	<u>1,527</u>
Fair value increment on investments			
Fair value increment on investments through profit and loss		<u>-</u>	154
Total Fair value increment on investments		<u>-</u>	<u>154</u>
Total other income		<u>1,974</u>	<u>2,136</u>

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

B3 Costs of providing services**B3-1 Employee benefits and on-costs**

	2024 \$ '000	2023 \$ '000
Salaries and wages	18,128	15,537
Employee termination costs (where material – other than vested leave paid)	372	35
Employee leave entitlements (ELE)	2,573	2,459
Superannuation	2,339	2,016
Workers' compensation insurance	1,087	864
Fringe benefit tax (FBT)	99	119
Total employee costs	24,598	21,030
Less: capitalised costs	(457)	(202)
Total employee costs expensed	24,141	20,828

Material accounting policy information*Superannuation plans*

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

B3-2 Materials and services

	Notes	2024 \$ '000	2023 \$ '000
Raw materials and consumables		1,473	1,707
Contractor and consultancy costs			
– Agency staff		1,269	1,982
– Domestic waste		6,505	6,130
– General		7,209	9,795
– SDR processing		842	785
– Other contractor and consultancy costs		1,564	2,389
Audit Fees	E2-1	228	112
Councillor and Mayoral fees and associated expenses	E1-2	253	305
Advertising		144	179
Bank charges		438	254
Electricity and heating		496	544
Insurance		556	663
Postage, printing and stationery		417	272
Street lighting		590	522
Subscriptions and publications		454	415
Telephone and communications		119	111
IT Expenses		2,038	1,677
Other expenses		629	27
Strata levy		370	247
Training Costs		273	248
Water and sewerage charges		199	171
Legal expenses:			
– Legal expenses: planning and development		274	262
– Legal expenses: other		545	298
Expenses from short-term leases		60	110
Total materials and services		26,945	29,205
Total materials and services		26,945	29,205

Material accounting policy information

Expenses are recorded on an accruals basis as the Council receives the goods or services.

B3-3 Borrowing costs

	2024 \$ '000	2023 \$ '000
(i) Interest bearing liability costs		
Interest on leases	18	25
Interest on loans	296	312
Total interest bearing liability costs	314	337
Total borrowing costs expensed	314	337

B3-4 Depreciation and amortisation of intangible assets and IPP&E

	Notes	2024 \$ '000	2023 Restated \$ '000
Depreciation and amortisation			
Plant and equipment		998	893
Office equipment		418	402
Furniture and fittings		969	961
Land improvements (depreciable)		–	74
Infrastructure:			
– Buildings – non-specialised	C1-6	1,270	1,684
– Other structures		96	107
– Roads		2,684	2,370
– Footpaths		1,142	995
– Other road assets		448	387
– Stormwater drainage		479	466
– Swimming pools		102	178
– Other open space/recreational assets		730	576
Right of use assets	C2-1	248	251
Other assets:			
– Library books		166	132
– Other		135	120
Intangible assets	C1-8	128	137
Total gross depreciation and amortisation costs		10,013	9,733
Total depreciation and amortisation costs		10,013	9,733
TOTAL DEPRECIATION AND AMORTISATION FOR INTANGIBLES AND IPP&E		10,013	9,733

Material accounting policy information

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-6 for IPPE assets.

Impairment of non-financial assets

Council did not recognise any impairment of non-financial assets.

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

B3-5 Other expenses

	Notes	2024 \$ '000	2023 \$ '000
Impairment of receivables			
Other		–	388
Total impairment of receivables	C1-4	–	388
Other			
– Department of planning levy		84	82
– Emergency services levy (includes FRNSW, SES, and RFS levies)		1,087	895
Donations, contributions and assistance to other organisations (Section 356)		57	70
Total other		1,228	1,047
Total other expenses		1,228	1,435

B4 Gains or losses

B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

	Notes	2024 \$ '000	2023 Restated \$ '000
Gain (or loss) on disposal of plant and equipment			
Proceeds from disposal – plant and equipment	C1-6	694	132
Less: carrying amount of plant and equipment assets sold/written off		(99)	(7)
Gain on disposal		595	125
Gain (or loss) on disposal of infrastructure			
Less: carrying amount of infrastructure assets sold/written off	C1-6	(1,940)	(1,542)
Loss on disposal		(1,940)	(1,542)
Gain (or loss) on disposal of office equipment			
Proceeds from disposal – office equipment		–	8
Gain on disposal		–	8
Net loss from disposal of assets		(1,345)	(1,409)

Material accounting policy information

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 27 June 2023 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

Material variations of more than 10% between original budget and actual results or where the variance is considered material by nature are explained below.

Variation Key: **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2024 Budget	2024 Actual	2024 ----- Variance -----	
Revenues				
Rates and annual charges	38,582	38,892	310	1% F
User charges and fees	10,299	10,764	465	5% F
Other revenues	4,948	6,737	1,789	36% F
Favourable due to higher than expected of fines, legal and general recoveries.				
Operating grants and contributions	2,661	3,233	572	21% F
Favourable due to securing more grant funding than expected.				
Capital grants and contributions	42,548	12,547	(30,001)	(71)% U
Unfavourable outcome relates to the delayed commencement of the Western Sydney Infrastructure Grants Program. Council will commence the implementation of 11 projects during 2024/25.				
Interest and investment revenue	1,425	2,961	1,536	108% F
Favourable due to higher interest rates received on investments than expected and higher levels of cash than expected.				
Other income	2,305	1,974	(331)	(14)% U
Unfavourable due to Councils commercial properties taking longer than expected to lease out.				
Expenses				
Employee benefits and on-costs	23,970	24,141	(171)	(1)% U
Materials and services	26,651	26,945	(294)	(1)% U
Borrowing costs	335	314	21	6% F
Depreciation, amortisation and impairment of non-financial assets	10,941	10,013	928	8% F
Other expenses	1,133	1,228	(95)	(8)% U
Net losses from disposal of assets	-	1,345	(1,345)	∞ U

C Financial position

C1 Assets we manage

C1-1 Cash and cash equivalents

	2024 \$ '000	2023 \$ '000
Cash assets		
Cash on hand and at bank	1,618	149
Cash equivalent assets		
– Deposits at call	3,599	1,907
– Short-term deposits	–	8,000
Total cash and cash equivalents	5,217	10,056
 Reconciliation of cash and cash equivalents		
Total cash and cash equivalents per Statement of Financial Position	5,217	10,056
Balance as per the Statement of Cash Flows	5,217	10,056

C1-2 Financial investments

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Financial assets at fair value through the profit and loss				
CivicRisk Mutual	–	300	–	300
Total	–	300	–	300
Debt securities at amortised cost				
Long term deposits	21,000	1,000	6,000	3,000
Floating Rate Note's (with maturities > 3 months)	2,500	23,750	6,000	27,250
Total	23,500	24,750	12,000	30,250
Total financial investments	23,500	25,050	12,000	30,550
Total cash assets, cash equivalents and investments	28,717	25,050	22,056	30,550

Material accounting policy information

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Council's financial assets measured at fair value through profit or loss comprise investments of interest in an insurance mutual "CivicRisk Mutual" (CRM) in the Statement of Financial Position.

Council's interest in its share of the surplus is calculated by CivicRisk Mutual Ltd's Actuary, and changes in fair value recognized, as an increase or decrease through its income statement at each reporting period. Fair value is calculated using the income approach whereby expected future cash flows are discounted to present value. Expected cash flows include investment income.

C1-3 Restricted and allocated cash, cash equivalents and investments

	2024	2023
	\$ '000	Restated \$ '000

(a) Externally restricted cash, cash equivalents and investments

External restrictions

External restrictions included in cash, cash equivalents and investments above comprise:

Developer contributions – general	19,938	15,296
Specific purpose unexpended grants (recognised as revenue) – general fund	27	69
Stormwater management	–	426
Unexpended general purpose loans	–	1,000
Domestic waste management	2,943	2,029
Total external restrictions	22,908	18,820

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

	2024	2023
	\$ '000	\$ '000

Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	1,961	3,699
Employees leave entitlement	1,171	1,171
Carry over works	996	1,141
Deposits, retentions and bonds	5,649	5,252
Park upgrade	165	265
Election	401	281
Enfield aquatic centre maintenance/upgrade	263	263
Financial assistance grant (in advance)	1,268	1,405
Future property investment	1,157	3,548
Information technology	900	2,101
Insurances	100	50
Local area traffic management	294	294
Parking meter replacement	39	566
Property maintenance	1,271	1,271
Property reserve	466	500
Local environmental plan	556	556
Work health and safety	401	410
Business continuity (operational reimbursement)	600	600
Woodstock community building upgrade	287	287
Contract Liabilities (AASB 15 / AASB 1058)	4,245	5,219
Infrastructure - SRV	677	2,085
Other	60	975
Total internal allocations	22,927	31,939

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

C1-4 Receivables

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Rates and annual charges	2,785	-	2,174	-
Interest and extra charges	226	-	168	-
User charges and fees	1,780	-	1,472	-
Accrued revenues				
– Interest on investments	691	-	318	-
– Parking fine income	423	-	392	-
– Other income accruals	368	-	815	-
Government grants and subsidies	1,055	-	6	-
Net GST receivable	816	-	635	-
Total	8,144	-	5,980	-
Less: provision for impairment				
User charges and fees	(440)	-	(440)	-
Total provision for impairment – receivables	(440)	-	(440)	-
Total net receivables	7,704	-	5,540	-

	2024 \$ '000	2023 \$ '000
Movement in provision for impairment of receivables		
Balance at the beginning of the year	440	245
+ new provisions recognised during the year	-	195
Balance at the end of the year	440	440

Material accounting policy information

Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held)

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

C1-4 Receivables (continued)

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings.

None of the receivables that have been written off are subject to enforcement activity.

Rates and annual charges outstanding are secured against the property.

C1-5 Contract assets

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Contract assets	68	-	81	-
Total contract assets	68	-	81	-

C1-6 Infrastructure, property, plant and equipment

	At 1 July 2023			Asset movements during the reporting period								At 30 June 2024		
	Gross carrying amount Restated	Accumulated depreciation and impairment Restated	Net carrying amount Restated	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
By aggregated asset class	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Capital work in progress	5,396	-	5,396	482	2,069	-	-	(3,628)	-	-	-	4,319	-	4,319
Plant and equipment	11,961	(6,635)	5,326	2,813	-	(98)	(998)	-	-	-	-	13,283	(6,240)	7,043
Office equipment	3,415	(2,183)	1,232	260	-	-	(418)	-	-	-	-	3,675	(2,601)	1,074
Furniture and fittings	16,730	(5,471)	11,259	18	-	-	(969)	-	-	-	-	16,748	(6,440)	10,308
Land:														
- Operational land	132,781	-	132,781	-	936	-	-	-	-	-	-	133,717	-	133,717
- Community land	53,295	-	53,295	-	-	-	-	-	-	-	-	53,295	-	53,295
Land improvements - non-depreciable	208	-	208	-	-	-	-	-	-	-	-	208	-	208
Land improvements - depreciable	5,299	(1,494)	3,805	-	-	-	-	-	(3,805)	-	-	-	-	-
Infrastructure:														
- Buildings	100,924	(26,429)	74,495	2,119	-	(59)	(1,270)	94	1,875	-	5,317	112,980	(30,409)	82,571
- Other structures	4,087	(914)	3,173	525	-	-	(96)	-	(1,043)	-	214	3,734	(961)	2,773
- Roads	256,447	(124,109)	132,338	4,018	-	(1,351)	(2,684)	141	(833)	(45,468)	-	132,956	(46,795)	86,161
- Footpaths	87,182	(44,891)	42,291	1,779	-	(384)	(1,142)	-	1,725	-	8,143	101,341	(48,929)	52,412
- Other road assets (including bulk earthworks)	15,406	(3,647)	11,759	-	228	(42)	(448)	-	-	-	960	16,891	(4,434)	12,457
- Stormwater drainage	70,088	(32,772)	37,316	2,249	-	(37)	(479)	504	-	-	5,039	82,024	(37,432)	44,592
- Swimming pools	6,100	(2,178)	3,922	-	-	-	(102)	-	-	-	318	6,609	(2,471)	4,138
- Other open space/recreational assets	19,322	(2,765)	16,557	283	2,185	(66)	(730)	2,208	2,081	-	1,029	27,433	(3,886)	23,547
Other assets:														
- Library books	2,304	(1,901)	403	160	-	-	(166)	-	-	-	-	2,464	(2,067)	397
- Other	1,114	(377)	737	243	-	-	(135)	681	-	-	-	2,038	(512)	1,526
Total infrastructure, property, plant and equipment ²	792,059	(255,766)	536,293	14,949	5,418	(2,037)	(9,637)	-	-	(45,468)	21,020	713,715	(193,177)	520,538

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

(2) Infrastructure Assets (Roads, Footpaths and Drainage) includes disposal costs as part of the costs when valuing the assets.

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

C1-6 Infrastructure, property, plant and equipment (continued)

	At 1 July 2022			Asset movements during the reporting period								At 30 June 2023		
	Gross carrying amount Restated	Accumulated depreciation and impairment Restated	Net carrying amount Restated	Additions renewals ⁽¹⁾	Additions new assets	Carrying value of disposals Restated	Depreciation expense	WIP transfers	Adjustments and transfers Restated	Revaluation decrements to equity (ARR) Restated	Revaluation increments to equity (ARR) Restated	Gross carrying amount Restated	Accumulated depreciation and impairment Restated	Net carrying amount Restated
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
By aggregated asset class														
Capital work in progress	1,582	–	1,582	1,248	3,257	(237)	–	(454)	–	–	–	5,396	–	5,396
Plant and equipment	11,526	(6,174)	5,352	882	–	(15)	(893)	–	–	–	–	11,961	(6,635)	5,326
Office equipment	3,261	(1,805)	1,456	181	–	(3)	(402)	–	–	–	–	3,415	(2,183)	1,232
Furniture and fittings	16,552	(4,517)	12,035	218	–	(33)	(961)	–	–	–	–	16,730	(5,471)	11,259
Land:														
– Operational land	143,613	–	143,613	–	–	–	–	–	–	(10,832)	–	132,781	–	132,781
– Community land	43,781	–	43,781	–	–	–	–	–	–	–	9,514	53,295	–	53,295
Land improvements – non-depreciable	208	–	208	–	–	–	–	–	–	–	–	208	–	208
Land improvements – depreciable	5,279	(1,452)	3,827	74	–	(22)	(74)	–	–	–	–	5,299	(1,494)	3,805
Infrastructure:														
– Buildings	90,481	(20,324)	70,157	533	–	(303)	(1,684)	–	1,683	–	4,109	100,924	(26,429)	74,495
– Other structures	3,741	(737)	3,004	–	–	–	(107)	–	(53)	–	329	4,087	(914)	3,173
– Roads	229,765	(112,212)	117,553	3,658	35	(428)	(2,370)	169	–	–	13,721	256,447	(124,109)	132,338
– Footpaths	79,263	(41,133)	38,130	2,124	211	(388)	(995)	–	–	–	3,209	87,182	(44,891)	42,291
– Other road assets (including bulk earthworks)	13,472	(2,885)	10,587	74	320	(55)	(387)	–	–	–	1,220	15,406	(3,647)	11,759
– Stormwater drainage	69,370	(32,330)	37,040	133	507	(20)	(466)	122	–	–	–	70,088	(32,772)	37,316
– Swimming pools	8,908	(3,525)	5,383	–	–	–	(178)	–	(1,630)	–	347	6,100	(2,178)	3,922
– Other open space/recreational assets	16,479	(1,971)	14,508	94	965	(45)	(576)	163	–	–	1,448	19,322	(2,765)	16,557
Other assets:														
– Library books	2,149	(1,769)	380	–	155	–	(132)	–	–	–	–	2,304	(1,901)	403
– Other	954	(257)	697	62	98	–	(120)	–	–	–	–	1,114	(377)	737
Total infrastructure, property, plant and equipment	740,384	(231,091)	509,293	9,281	5,548	(1,549)	(9,345)	–	–	(10,832)	33,897	792,059	(255,766)	536,293

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

C1-6 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset.

Useful lives of IPPE

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

	Useful lives
Plant, equipment, furniture and fittings	5-50
Land	Infinite
Land improvements - non depreciable	Infinite
Land improvements - depreciable	15-100
Infrastructure:	
– Buildings	20-90
– Other structures	10-60
– Roads renewed greater than 5 years	30-240
– Roads renewed less than 5 years	30-300
– Footpaths	20-90
– Other road assets	5-80
– Bulk earthworks	Infinite
– Stormwater drainage	100-200
– Swimming pools	60
– Open space / recreational assets	5-250
Other assets	
– Library Books	5-6
– Other	5-50

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Roads renewed in the last 5 years have had a higher quality construction method used. Therefore the subbase for the renewed roads would be unlikely or extremely low to ever require replacement therefore extending the useful lives for these roads.

C1-6 Infrastructure, property, plant and equipment (continued)

Revaluation model

Infrastructure and property are held at fair value. Comprehensive valuations are performed at least every 4 years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the IPPE revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against IPPE revaluation reserve to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

C1-7 Investment properties

	2024	2023
	\$ '000	Restated \$ '000
Owned investment property		
Investment property on hand at fair value	23,570	23,525
Total owned investment property	23,570	23,525

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

Owned investment property

At fair value

Opening balance at 1 July	23,525	23,070
Net gain/(loss) from fair value adjustments	45	455
Closing balance at 30 June	23,570	23,525

Material accounting policy information

Investment property, principally comprising freehold office buildings, is held for long-term rental yields and is not occupied by the Council.

C1-8 Intangible assets

Intangible assets are as follows:

	2024	2023
	\$ '000	\$ '000
Software		
Opening values at 1 July		
Gross book value	2,652	2,600
Accumulated amortisation	<u>(2,441)</u>	<u>(2,305)</u>
Net book value – opening balance	211	295
Movements for the year		
Other movements	–	1
Purchases	141	52
Amortisation charges	(128)	(137)
Closing values at 30 June		
Gross book value	2,793	2,652
Accumulated amortisation	<u>(2,569)</u>	<u>(2,441)</u>
Total software – net book value	<u>224</u>	<u>211</u>
Total intangible assets – net book value	<u>224</u>	<u>211</u>

Material accounting policy information

IT development and software

Amortisation is calculated on a straight-line basis over periods generally ranging from three to five years.

C1-9 Other

Other assets

	2024	2024	2023	2023
	Current	Non-current	Current	Non-current
	\$ '000	\$ '000	\$ '000	\$ '000
Prepayments	928	–	652	–
Total other assets	<u>928</u>	<u>–</u>	<u>652</u>	<u>–</u>

C2 Leasing activities

C2-1 Council as a lessee

Council has leases over a range of assets including land and buildings, vehicles, machinery and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Vehicles

Council has entered into a Domestic Waste contract for the service of the collection of Residential waste throughout the Burwood Local Government area. As part of the Domestic Waste collection service, four (4) vehicles are leased with lease terms of seven (7) years; the lease payments are fixed during the lease term and there is generally no renewal option.

(a) Right of use assets

	Plant & Equipment \$ '000	Office Equipment \$ '000	Total \$ '000
2024			
Opening balance at 1 July	743	–	743
Depreciation charge	(248)	–	(248)
Balance at 30 June	495	–	495
2023			
Opening balance at 1 July	857	3	860
Depreciation charge	(248)	(3)	(251)
Other movement	134	–	134
Balance at 30 June	743	–	743

(b) Lease liabilities

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Lease liabilities	260	267	253	527
Total lease liabilities	260	267	253	527

C2-1 Council as a lessee (continued)

(c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

	< 1 year \$ '000	1 – 5 years \$ '000	> 5 years \$ '000	Total \$ '000	Total per Statement of Financial Position \$ '000
2024					
Cash flows	260	267	–	527	527
2023					
Cash flows	253	527	–	780	780

(d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

	2024 \$ '000	2023 \$ '000
Interest on lease liabilities	18	25
Depreciation of right of use assets	248	251
Expenses relating to short-term leases	60	110
	326	386

(e) Statement of Cash Flows

Total cash outflow for leases	271	274
	271	274

Material accounting policy information

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

C2-2 Council as a lessor

Operating leases

Council leases out a number of properties to tenants under long-term leases with rentals payable monthly; these leases have been classified as operating leases for financial reporting purposes and the assets are included as investment property (refer note C1-7).

The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below:

	2024	2023
	\$ '000	\$ '000

(i) Assets held as investment property

The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below

Lease income relating to variable lease payments not dependent on an index or a rate	603	357
Total income relating to operating leases for investment property assets	603	357

Operating lease expenses

Investment properties

Direct operating expenses that generated rental income	225	77
Total expenses relating to operating leases	225	77

(ii) Assets held as property, plant and equipment

Lease income (excluding variable lease payments not dependent on an index or rate)	1,326	1,170
Total income relating to operating leases for Council assets	1,326	1,170

(iii) Maturity analysis of undiscounted lease payments to be received after reporting date for all operating leases:

Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases:

< 1 year	2,092	2,114
1–2 years	2,008	2,056
2–3 years	2,022	2,115
3–4 years	1,798	2,151
4–5 years	1,744	1,666
> 5 years	1,798	521
Total undiscounted lease payments to be received	11,462	10,623

C3 Liabilities of Council

C3-1 Payables

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Goods and services	4,629	-	3,386	-
Prepaid rates	410	-	386	-
Accrued expenses:				
– Borrowings	18	-	20	-
– Salaries and wages	825	-	329	-
– Other expenditure accruals	374	-	855	-
Security bonds, deposits and retentions	5,649	-	5,252	-
Other	109	-	181	-
Total payables	12,014	-	10,409	-

Current payables not anticipated to be settled within the next twelve months

	2024 \$ '000	2023 \$ '000
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Payables – security bonds, deposits and retentions	4,525	3,882
Total payables	4,525	3,882

C3-2 Contract Liabilities

Notes	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Grants and contributions received in advance:				
Unexpended capital grants (to construct Council controlled assets) (i)	2,462	-	3,623	-
Unexpended operating grants (received prior to performance obligation being satisfied) (ii)	667	-	650	-
Total grants received in advance	3,129	-	4,273	-
User fees and charges received in advance:				
Other	1,030	-	946	-
Total user fees and charges received in advance	1,030	-	946	-
Total contract liabilities	4,159	-	5,219	-

Notes

(i) Council has received funding to construct and improve assets including sporting facilities and road infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

Revenue recognised that was included in the contract liability balance at the beginning of the period

	2024 \$ '000	2023 \$ '000
Grants and contributions received in advance:		
Capital grants (to construct Council controlled assets)	3,306	3,658
Operating grants (received prior to performance obligation being satisfied)	166	1,248
Total revenue recognised that was included in the contract liability balance at the beginning of the period	3,472	4,906

Significant changes in contract liabilities

The significant movements in contract liabilities related to several Capital Grants received in prior years which were brought to account through the performance obligations of meeting the required milestones of the individual contracts.

Material accounting policy information

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

C3-3 Borrowings

	2024 Current \$ '000	2024 Non-current \$ '000	2023 Current \$ '000	2023 Non-current \$ '000
Loans – secured ¹	525	3,860	691	4,385
Total borrowings	525	3,860	691	4,385

(1) Loans are secured over the general rating income of Council.
Disclosures on liability interest rate risk exposures, fair value disclosures and security can be found in Note E1-1.

(a) Changes in liabilities arising from financing activities

	2023 Opening Balance \$ '000	Cash flows \$ '000	2024 Closing balance \$ '000
Loans – secured	5,076	(691)	4,385
Lease liability (Note C2-1b)	780	(253)	527
Total liabilities from financing activities	5,856	(944)	4,912

	2022 Opening Balance \$ '000	Cash flows \$ '000	2023 Closing balance \$ '000
Loans – secured	5,803	(727)	5,076
Lease liability (Note C2-1b)	895	(115)	780
Total liabilities from financing activities	6,698	(842)	5,856

(b) Financing arrangements

	2024 \$ '000	2023 \$ '000
Total facilities		
Total financing facilities available to Council at the reporting date are:		
Credit cards/purchase cards	120	120
Total financing arrangements	120	120
Drawn facilities		
Financing facilities drawn down at the reporting date are:		
– Credit cards/purchase cards	13	14
Total drawn financing arrangements	13	14
Undrawn facilities		
Undrawn financing facilities available to Council at the reporting date are:		
– Credit cards/purchase cards	107	106
Total undrawn financing arrangements	107	106

C3-4 Employee benefit provisions

	2024	2024	2023	2023
	Current	Non-current	Current	Non-current
	\$ '000	\$ '000	\$ '000	\$ '000
Annual leave	1,511	–	1,601	–
Long service leave	2,870	104	3,518	128
Time in lieu/Rostered Day Off	94	–	215	–
Employee Leave Entitlement on-costs	495	10	248	6
Total employee benefit provisions	4,970	114	5,582	134

Current employee benefit provisions not anticipated to be settled within the next twelve months

	2024	2023
	\$ '000	\$ '000

The following provisions, even though classified as current, are not expected to be settled in the next 12 months.

Provisions – employees benefits	2,814	3,592
	2,814	3,592

Material accounting policy information

Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

C4 Reserves

C4-1 Nature and purpose of reserves

IPPE Revaluation reserve

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

D Risks and accounting uncertainties

D1-1 Risks relating to financial instruments held

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance team manages the cash and Investments portfolio with the assistance of independent advisors. Council has an investment policy which complies with the s 625 of the Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

	Carrying value 2024 \$ '000	Carrying value 2023 \$ '000	Fair value 2024 \$ '000	Fair value 2023 \$ '000
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	5,217	10,056	5,217	10,117
Receivables	6,888	4,905	6,888	4,905
Investments				
– Debt securities at amortised cost	48,250	42,250	48,758	42,527
Fair value through profit and loss				
Investments	300	300	300	300
Total financial assets	60,655	57,511	61,163	57,849
Financial liabilities				
Payables	11,604	10,023	11,604	10,023
Loans/advances	4,385	5,076	4,385	5,076
Leases	527	780	527	780
Total financial liabilities	16,516	15,879	16,516	15,879

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio with the assistance of independent advisors (Imperium Markets).

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether the changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

D1-1 Risks relating to financial instruments held (continued)

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in cash equivalents and investments.

(a) Market risk – interest rate and price risk

	2024	2023
	\$ '000	\$ '000

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

Impact of a 1% movement in interest rates		
– Equity / Income Statement	538	526

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages the payment of debt.

	Not yet overdue \$ '000	overdue rates and annual charges < 5 years \$ '000	≥ 5 years \$ '000	Total \$ '000
2024				
Gross carrying amount	–	2,209	576	2,785
2023				
Gross carrying amount	–	2,003	171	2,174

D1-1 Risks relating to financial instruments held (continued)

Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2023 is determined as follows. The expected credit losses incorporate forward-looking information.

	Not yet overdue \$ '000	Overdue debts				Total \$ '000
		0 - 30 days \$ '000	31 - 60 days \$ '000	61 - 90 days \$ '000	> 91 days \$ '000	
2024						
Gross carrying amount	-	4,095	28	71	1,233	5,427
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	35.70%	8.11%
ECL provision	-	-	-	-	440	440
2023						
Gross carrying amount	1,844	731	307	236	769	3,887
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	57.20%	11.32%
ECL provision	-	-	-	-	440	440

(c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(b) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate %	Subject to no maturity \$ '000	payable in:			Total cash outflows \$ '000	Actual carrying values \$ '000
			≤ 1 Year \$ '000	1 - 5 Years \$ '000	> 5 Years \$ '000		
2024							
Payables	0.00%	5,649	6,365	-	-	12,014	12,014
Borrowings	3.80%	-	525	1,845	2,015	4,385	4,385
Total financial liabilities		5,649	6,890	1,845	2,015	16,399	16,399
2023							
Payables	0.00%	5,252	5,157	-	-	10,409	10,409
Borrowings	3.85%	-	1,034	3,980	62	5,076	5,076
Total financial liabilities		5,252	6,191	3,980	62	15,485	15,485

D2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

- Infrastructure, property, plant and equipment
- Investment property

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

\$ '000	Notes	Fair value measurement hierarchy							
		Date of latest valuation		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2024	2023	2024	2023 Restated	2024	2023 Restated	2024	2023 Restated
Recurring fair value measurements									
Investment property C1-7									
Investment Property		30/06/24	30/06/23	23,750	23,525	–	–	23,750	23,525
Total investment property				23,750	23,525	–	–	23,750	23,525
Infrastructure, property, plant and equipment C1-6									
Operational land		30/06/23	30/06/23	133,717	132,781	–	–	133,717	132,781
Community land		30/06/23	30/06/23	–	–	53,295	53,295	53,295	53,295
Land Improvements Non-depreciable		30/06/23	30/06/23	–	–	208	208	208	208
Land improvements – depreciable		30/06/22	30/06/22	–	–	–	3,805	–	3,805
Buildings		30/06/23	30/06/23	–	–	82,571	74,495	82,571	74,495
Other structures		30/06/22	30/06/22	–	–	2,773	3,173	2,773	3,173
Roads		30/06/24	30/06/20	–	–	86,161	132,338	86,161	132,338
Footpaths and kerb and gutter		30/06/24	30/06/20	–	–	52,412	42,291	52,412	42,291
Drainage infrastructure		30/06/24	30/06/20	–	–	44,592	36,741	44,592	36,741
Swimming pools		30/06/23	30/06/23	–	–	4,138	3,922	4,138	3,922
Other assets		30/06/23	30/06/23	–	–	1,526	737	1,526	737
Open space/Recreational		30/06/21	30/06/21	–	–	23,547	16,557	23,547	16,557
Other Road Assets		30/06/21	30/06/21	–	–	12,547	11,759	12,547	11,759
Total infrastructure, property, plant and equipment				133,717	132,781	363,770	379,321	497,487	512,102

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

D2-1 Fair value measurement (continued)

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

Investment property

Council obtains independent valuations of its investment property on an annual basis and at the end of each reporting period to ensure the financial statements reflect the most up-to-date valuation. The best evidence of fair value is the current price in an active market for similar assets. The investment property valuation is included in level 2 of the hierarchy. The key unobservable input to the valuation is the price per square metre.

The fair value of the investment property is determined by an independent, qualified valuer on an annual basis who has experience in the location of the property. The Council reviews the valuation report and discusses significant movements with the valuer. As at 30 June 2024 the valuation of the investment property was performed by Scott Fullarton Valuations Pty Ltd, Director, Scott Fullarton FAPI CPP, Certified Practising Valuer (API Membership No. 67557).

Infrastructure, property, plant and equipment (IPPE)

Operational Land

This asset class comprises all of Council's land classified as Operational Land under the NSW Local Government Act 1993. The key unobservable input to the valuation is the price per square metre. A comprehensive valuation was undertaken as at 30 June 2023 by Scott Fullarton Valuations Pty Ltd, Director, Scott Fullarton FAPI CPP, Certified Practising Valuer (API Membership No. 67557).

Generally, fair value is the most advantageous price reasonably obtainable by the seller and the most advantageous price reasonably obtained by the buyer. This is not necessarily the market selling price of the asset, rather, it is regarded as the maximum value that Council would rationally pay to acquire the asset if it did not hold it, taking into account quoted market price in an active and liquid market, the current market price of the same or similar asset, if management intend to replace the asset, the remaining useful life and condition of the asset; and cash flows from the future use and disposal.

Buildings

A comprehensive valuation was undertaken as at 30 June 2023 by Scott Fullarton Valuations Pty Ltd, Director, Scott Fullarton FAPI CPP, Certified Practising Valuer (API Membership No. 67557).

A revaluation was undertaken for 2 Conder St along with compontisation of Council owned carparks as at 30 June 2023 by Assetic Pty Ltd, Val #1102199.

The approach estimated the replacement cost for each building by componentising the buildings into significant parts with different useful lives and taking into account a range of factors. While all buildings were physically inspected inputs such as estimates of residual value and pattern of consumption required extensive professional judgement and impacted significantly on the final determination of fair value. Buildings were classified as having been valued using Level 3 valuation inputs.

A desktop revaluation was performed as at 30 June 2024 based on Rawlison Indexation since the previous revaluation.

Plant & Equipment, Office Equipment and Furniture & Fittings

Plant & Equipment, Office Equipment and Furniture & Fittings are valued at cost but disclosed at fair value in the notes. The carrying amount of these assets is assumed to approximate fair value due to the nature of the items. Examples of assets within these classes are as follows:

- Plant and Equipment – trucks, tractors, ride-on mowers, street sweepers, earthmoving equipment, mini vans and motor vehicles
- Office Equipment – computer equipment, flat screen monitors, whiteboards, refrigerators etc
- Furniture & Fittings – chairs, desks and display systems

The key unobservable inputs to the valuation are the remaining useful life and the residual value.

D2-1 Fair value measurement (continued)

Community Land

Valuations of all Council's Community Land and Council managed land were based on either the land values provided by the Valuer-General or an average unit rate based on the land values for similar properties where the Valuer-General did not provide a land value having regard to the highest and best use for this land. As these rates were not considered to be observable market evidence they have been classified as Level 3.

Land Improvements – Depreciable and non-depreciable

This asset class comprises land improvements such as gardens, mulched areas, wetlands, streetscaping and landscaping. These assets may be located on parks, reserves and also within road reserves. These assets were valued by Assetic Pty Ltd during 2021-22 using the cost approach method utilising inputs such as estimated asset condition and useful life requiring extensive professional judgement.

The cost approach has been utilised whereby the replacement cost was estimated for each asset by taking into account a range of factors. Inputs such as estimates of pattern of consumption, residual value, asset condition and useful life required extensive professional judgement and impacted significantly on the final determination of fair value. As such these assets were all classified as having been valued using Level 3 valuation inputs.

Other Structures

This asset class comprises retaining walls, shade structures and filtration system and shed. These assets were valued by Assetic Pty Ltd during 2022 using the cost approach method utilising inputs such as estimated asset condition and useful life requiring extensive professional judgement which impacted significantly on the final determination of fair value.

The cost approach has been utilised whereby the replacement cost was estimated for each asset by taking into account a range of factors. Inputs such as estimates of pattern of consumption, residual value, asset condition and useful life required extensive professional judgement and impacted significantly on the final determination of fair value. As such these assets were all classified as having been valued using Level 3 valuation inputs.

A desktop revaluation was performed as at 30 June 2024 based on Rawlison Indexation since the previous revaluation.

Roads

Council's roads were valued utilising the cost approach by Brightly Australia.

This asset class comprises the Road Carriageway and Suburb Markers. The road carriageway is defined as the trafficable portion of a road, between but not including the kerb and gutter. The 'Cost Approach' using Level 3 inputs was used to value the road carriageway and other road infrastructure. Condition assessments were determined by Infrastructure Management Group Pty Ltd.

The cost approach was utilised with inputs such as estimates pattern of consumption, asset condition and useful life requiring extensive professional judgement which impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there some uncertainty regarding the actual design, specifications and dimensions of some assets.

Footpaths and Kerb & Gutter

Council's footpaths and kerb and gutter were valued utilising the cost approach by Brightly Australia.

Footpaths and Kerb & Gutter were segmented to match the adjacent road segment where possible and no further componentisation was undertaken. Footpaths and Kerb & Gutter were originally mapped and condition assessed using a combination of video condition assessment and physical inspection. Condition assessments were determined by Infrastructure Management Group Pty Ltd,

The cost approach was utilised with inputs such as estimates pattern of consumption, asset condition and useful life requiring extensive professional judgement which impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there some uncertainty regarding the actual design, specifications and dimensions of some assets.

Other Road assets

This asset class comprises Roundabouts, Speed humps, Traffic calming devices, Street Furniture, Bus Shelters and Fencing.

A desktop revaluation was performed as at 30 June 2024 based on Rawlison Indexation since the previous revaluation.

D2-1 Fair value measurement (continued)

Drainage Infrastructure

Council's footpaths and kerb and gutter were valued utilising the cost approach by Brightly Australia.

These assets within this class comprise pits, pipes, open channels, headwalls and various types of water quality devices. The 'Cost Approach' estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. The Level of componentisation adopted by Council is in accordance with OLG Circular 09-09 and the Institute of Public Works Engineers Australia's International Infrastructure Management Manual (IIMM). Inputs such as estimates of the pattern of consumption, asset condition and useful life required extensive professional judgement and impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there is uncertainty regarding the actual design, specifications and dimensions of some assets.

A revaluation was performed as at 30 June 2024 by Brightly.

Swimming Pools

Assets within this class comprise Council's Enfield Aquatic Centre. A comprehensive valuation was undertaken as at 30 June 2023 by Scott Fullarton Valuations Pty Ltd, Director, Scott Fullarton FAPI CPP, Certified Practising Valuer (API Membership No. 67557). The approach estimated the replacement cost for each pool by componentising its significant parts.

Inputs such as estimates of the pattern of consumption, asset condition and useful life required extensive professional judgement which impacted significantly on the final determination of fair value.

A desktop revaluation was performed as at 30 June 2024 based on Rawlison Indexation since the previous revaluation.

Other Open Space/Recreational Assets

Assets within this class comprise tennis courts and fencing, synthetic turf surfaces, barbeques, playground equipment, shade structures and soft fall, park furniture, park lighting, fitness equipment, bocce courts, gazebos and signage which were valued by Brightly Australia Ltd during 2021 using the cost approach method.

Inputs such as estimates of the pattern of consumption, asset condition and useful life required extensive professional judgement which impacted significantly on the final determination of fair value.

A desktop revaluation was performed as at 30 June 2024 based on Rawlison Indexation since the previous revaluation.

Other Assets

This asset class comprises all other assets which do not fall into the above asset classes ie, planter boxes, hanging baskets, public art and are valued at cost but are disclosed at fair value in the notes. The carrying amount of these assets is assumed to approximate fair value due to the nature of the items.

D2-1 Fair value measurement (continued)

Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

Valuation process has been incorporated within 3 above.

Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

	Valuation technique/s	Unobservable inputs
Investment properties		
Commercial Office and Retail	Qualified Valuer	<ul style="list-style-type: none"> • Estimated rental value (rate per square metre) • Rental Yield
Infrastructure, property, plant and equipment		
Operational Land	Qualified Valuer	<ul style="list-style-type: none"> • Price per square metre
Buildings	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life • Residual value
Plant & Equipment, Office Equipment and Furniture & Fittings	Cost approach	<ul style="list-style-type: none"> • Gross Replacement Cost • Remaining useful life • Residual value
Community Land	Land values obtained from the NSW Valuer General	<ul style="list-style-type: none"> • Unimproved Capital Value (price per square metre)
Land Improvements – non-depreciable and depreciable	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life • Residual value
Other Structures	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Roads	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Footpaths	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Other Road Assets	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Drainage Infrastructure	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Swimming Pools	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Library Books	Cost approach	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Other - Open Space / Recreational	Current Replacement Cost	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life
Other Assets	Cost approach	<ul style="list-style-type: none"> • Gross Replacement Cost • Asset Condition • Remaining useful life • Residual value

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Annual Financial Statements 2024

Burwood Council | Notes to the Financial Statements 30 June 2024

D2-1 Fair value measurement (continued)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below:

	Community Land		Land Improvement – depreciable and non-depreciable		Buildings		Other structures	
	2024	2023	2024	2023	2024	2023 Restated	2024	2023
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Opening balance	53,295	43,781	4,013	4,035	74,495	107,045	3,173	3,004
Total gains or losses for the period								
Other movements								
Transfers from/(to) another asset class	–	–	(3,805)	–	–	(9,561)	(1,043)	(53)
Purchases (GBV)	–	–	–	–	–	533	525	–
Disposals (WDV)	–	–	–	74	–	(303)	–	–
Depreciation and impairment	–	–	–	(22)	–	(2,394)	(96)	(108)
Fair value adjustment	–	9,514	–	(74)	–	(20,825)	214	330
Closing balance	53,295	53,295	208	4,013	74,495	74,495	2,773	3,173

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

	Other road assets		Open Space / Recreational		Roads		Footpaths	
	2024	2023	2024	2023	2024	2023	2024	2023
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Opening balance	11,759	10,587	16,557	14,508	132,338	117,553	42,291	38,130
Total gains or losses for the period								
Other movements								
Transfers from/(to) another asset class	–	–	4,289	–	(692)	–	1,725	–
Purchases (GBV)	228	394	2,468	1,223	4,018	3,862	1,779	2,335
Disposals (WDV)	(42)	(55)	(66)	(45)	(1,351)	(428)	(384)	(388)
Depreciation and impairment	(448)	(387)	(730)	(576)	(2,684)	(2,370)	(1,142)	(995)
Fair value adjustment	960	1,220	1,029	1,447	(45,468)	13,721	8,143	3,209
Closing balance	12,457	11,759	23,547	16,557	86,161	132,338	52,412	42,291

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Annual Financial Statements 2024

Burwood Council | Notes to the Financial Statements 30 June 2024

D2-1 Fair value measurement (continued)

	Drainage		Swimming pool		Other Assets		Total	
	2024	2023 Restated	2024	2023	2024	2023	2024	2023
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Opening balance	37,316	37,040	3,922	5,383	737	697	536,202	530,351
Transfers from/(to) another asset class	504	122	-	(1,630)	681	-	1,659	121
Purchases (GBV)	2,249	640	-	-	243	160	11,510	9,147
Disposals (WDV)	(37)	(20)	-	-	-	-	(1,880)	(1,165)
Depreciation and impairment	(479)	(466)	(102)	(178)	(135)	(120)	(5,816)	(7,616)
Fair value adjustment	5,039	-	318	347	-	-	(29,720)	5,364
Closing balance	44,592	37,316	4,138	3,922	1,526	737	511,955	536,202

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

Information relating to the transfers into and out of the level 3 fair valuation hierarchy includes:

There are no transfers identified in the above table.

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

D3-1 Contingencies

CONTINGENT LIABILITIES

(i) Defined benefit plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

Description of the funding arrangements

Pooled employers are required to pay future service employer contributions and additional lump sum contributions to the fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times employee contributions for non-180 Point Members; Nil for 180 Point Members
Division C	2.5% salaries
Division D	1.64 times employee contributions

- For 180 Point Members, Employers are required to contribute 8.5% of salaries for the year ending 30 June 2024 (increasing to 9.0% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20 million per annum from 1 July 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June 2023. The past service contributions are used to maintain the adequacy of the funding position for the accrued liabilities.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding past service contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Entity.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2024 was \$216,679.82. The last formal valuation of the Fund was undertaken by the Fund Actuary, Richard Boyfield FIAA as at 30 June 2023.

Council's expected contribution to the plan for the next annual reporting period is \$100,469.62.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2024 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,237.5	
Past Service Liabilities	2,141.9	104.5%
Vested Benefits	2,159.8	103.6%

* excluding member accounts and reserves in both assets and liabilities.

D3-1 Contingencies (continued)

The share of this deficit that is broadly attributed to Council is estimated to be in the order of \$50,571.58 as at 30 June 2024.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	6% per annum
Salary inflation *	3.5% per annum
Increase in CPI	3.5% per annum for FY 23/24
	2.5% per annum thereafter

* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group. Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of the year review will be completed by December 2024.

(ii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

(iii) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

(iv) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

CONTINGENT ASSETS

(ii) Infringement notices/fines

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

E People and relationships

E1 Related party disclosures

E1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

	2024	2023
	\$ '000	\$ '000
Compensation:		
Short-term benefits	1,635	1,527
Post-employment benefits	160	157
Other long-term benefits	73	194
Total	1,868	1,878

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of Council delivering a public service objective (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

There have been no transactions identified through the related party disclosure process indicating to be any significant disclosures from Key Management Persons during the year ended 30 June 2024.

E1-2 Councillor and Mayoral fees and associated expenses

	2024	2023
	\$ '000	\$ '000

The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:

Mayoral fee	47	46
Councillors' fees	153	148
Other Councillors' expenses (including Mayor)	53	111
Total	253	305

E2 Other relationships

E2-1 Audit fees

	2024 \$ '000	2023 \$ '000
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	179	95
Remuneration for audit and other assurance services	179	95
Total Auditor-General remuneration	179	95
Non NSW Auditor-General audit firms		
(ii) Non-assurance services		
Other audit and assurance services	49	17
Remuneration for non-assurance services	49	17
Total remuneration of non NSW Auditor-General audit firms	49	17
Total audit fees	228	112

F Other matters

F1-1 Statement of Cash Flows information

Reconciliation of Operating Result

	2024 \$ '000	2023 Restated \$ '000
Net operating result from Income Statement	13,122	11,820
Add / (less) non-cash items:		
Depreciation and amortisation	10,013	9,733
(Gain) / loss on disposal of assets	1,345	1,409
Losses/(gains) recognised on fair value re-measurements through the P&L:		
– Investments	–	(154)
– Investment property	(45)	(455)
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	(2,164)	64
Increase / (decrease) in provision for impairment of receivables	–	195
(Increase) / decrease of other current assets	(276)	373
(Increase) / decrease of contract asset	13	94
Increase / (decrease) in payables	1,243	(228)
Increase / (decrease) in accrued interest payable	(2)	(3)
Increase / (decrease) in other accrued expenses payable	15	586
Increase / (decrease) in other liabilities	349	502
Increase / (decrease) in contract liabilities	(1,060)	(2,068)
Increase / (decrease) in employee benefit provision	(632)	(91)
Net cash flows from operating activities	21,921	21,777

Comparatives have been amended due to a correction of a prior period error. Refer to Note F4-1.

F2-1 Commitments

Capital commitments (exclusive of GST)

	2024	2023
	\$ '000	\$ '000

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

Property, plant and equipment

Buildings	1,552	-
Plant and equipment	423	680
Road infrastructure	517	2,806
Other	848	2,659
Total commitments	3,340	6,145

These expenditures are payable as follows:

Within the next year	3,340	6,145
Total payable	3,340	6,145

Sources for funding of capital commitments:

Unrestricted general funds	601	-
Future grants and contributions	1,940	4,644
Internally restricted reserves	799	1,136
New loans (to be raised)	-	365
Total sources of funding	3,340	6,145

Details of capital commitments

Open Space / Recreational - Burwood Urban Park Arts and Cultural Centre and Burwood Park playspace, sensory garden and pond

Plant & Equipment - trucks and mower

Infrastructure - civil works George Street and Victoria Street and Jackson Park drainage

Buildings - Operations Centre demountables

F3-1 Events occurring after the reporting date

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed.

F4 Changes from prior year statements

F4-1 Correction of errors

Nature of prior period error

Investment Properties

Investment properties required adjustment due to the change of use for two buildings, Level 2 1-17 Elsie St and 1A Railway Parade, from Council occupied building to Investment Property, occurring in 2021/22

Changes to the 1 July 2022 opening balance included decrement of \$11.4m for IPPE, \$18m increment to increase the valuation of Investment properties and \$6.6m increment to IPPE reserve

Changes to the 30 June 2023 closing balance included increment of \$0.4m in Other Income and Investment Property relates to the increase valuation of investment property for 2023/24.

Building Revaluation

The valuation of buildings relating to 2 Conder Street was incorrectly valued as market value and should of been valued using a cost approach due to the designated use of the building being purpose built for the library and Council administration.

Changes to the 1 July 2022 opening balance included \$25.4m decrement to IPPE and \$25.4m decrement to IPPE reserve.

Changes to the 30 June 2023 closing balance included \$4.3m decrement in Buildings relating to a combination of reversal of indexation and depreciation. Decrement of \$0.7m in Depreciation relating to the decrease depreciation for buildings transferred to investment properties and the change in valuation of 2 Conder Street.

Stormwater

Stormwater revaluation was adjusted due to errors and inaccuracies in the data found in the revaluation.

Changes to the 1 July 2022 include \$2.7m increment to IPPE relating to the change of stormwater revaluation and \$2.7m increment to the IPPE reserve.

Changes to the 30 June 2023 closing included \$0.3m decrease in depreciation for stormwater.

The errors identified above have been corrected by restating the balances at the beginning of the earliest period presented (1 July 2022) and taking the adjustment through to IPPE Revaluation Reserve at that date.

Comparatives have been changed to reflect the correction of errors. The impact on each line item is shown in the tables below.

Changes to the opening Statement of Financial Position at 1 July 2022

Statement of Financial Position

	Original Balance 1 July, 2022 \$ '000	Impact Increase/ (decrease) \$ '000	Restated Balance 1 July, 2022 \$ '000
Infrastructure, property, plant and equipment (IPPE)	543,469	(34,176)	509,293
Investment Property	4,975	18,095	23,070
Total assets	602,192	(16,081)	586,111
Net assets	573,647	(16,081)	557,566
Accumulated surplus	244,603	-	244,603
IPPE revaluation Reserve	329,044	(16,081)	312,963
Total equity	573,647	(16,081)	557,566

F4-1 Correction of errors (continued)

Adjustments to the comparative figures for the year ended 30 June 2023

Statement of Financial Position

	Original Balance 30 June, 2023 \$ '000	Impact Increase/ (decrease) \$ '000	Restated Balance 30 June, 2023 \$ '000
Infrastructure, property, plant and equipment (IPPE)	572,400	(36,107)	536,293
Investment Property	5,000	18,525	23,525
Total assets	637,233	(17,582)	619,651
Net assets	610,033	(17,582)	592,451
Accumulated Surplus	254,994	1,429	256,423
IPPE revaluation Reserve	355,039	(19,011)	336,028
Total equity	610,033	(17,582)	592,451

Income Statement

	Original Balance 30 June, 2023 \$ '000	Impact Increase/ (decrease) \$ '000	Restated Balance 30 June, 2023 \$ '000
Other Income	1,706	430	2,136
Total income from continuing operations	74,337	430	74,767
Depreciation and amortisation of intangible assets and IPP&E	10,743	(1,010)	9,733
Net loss from the disposal of assets	1,398	11	1,409
Total expenses from continuing operations	63,946	(999)	62,947
Net operating result for the year	10,391	1,429	11,820

Statement of Comprehensive Income

	Original Balance 30 June, 2023 \$ '000	Impact Increase/ (decrease) \$ '000	Restated Balance 30 June, 2023 \$ '000
Net operating result for the year	10,391	1,429	11,820
Gain (Loss) on revaluation of infrastructure, property, plant and equipment	25,995	(2,930)	23,065
Total comprehensive income for the year	10,391	(1,501)	34,885

F5 Statement of developer contributions as at 30 June 2024

F5-1 Summary of developer contributions

	Opening balance at 1 July 2023 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2024 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
Burwood Local Infrastructure Contribution Plan	5,128	1,835	-	-	239	(2,021)	-	5,181	-
Total S7.12 revenue under plans	5,128	1,835	-	-	239	(2,021)	-	5,181	-
S7.4 planning agreements	10,168	5,187	-	-	496	(1,094)	-	14,757	-
Total contributions	15,296	7,022	-	-	735	(3,115)	-	19,938	-

Under the *Environmental Planning and Assessment Act 1979*, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

F5-2 Developer contributions by plan

	Opening balance at 1 July 2023 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2024 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
CONTRIBUTION PLAN NUMBER - 94A New LEP									
Burwood Local Infrastructure Contribution Plan	5,128	1,835	-	-	239	(2,021)	-	5,181	-
Total	5,128	1,835	-	-	239	(2,021)	-	5,181	-

F6 Statement of performance measures

F6-1 Statement of performance measures – consolidated results

\$ '000	Amounts 2024	Indicator 2024	2023	Indicators 2022	2021	Benchmark
1. Operating performance ratio						
Total continuing operating revenue excluding capital grants and contributions less operating expenses ^{1,2}	1,875	2.91%	(2.56)%	(7.22)%	(7.97)%	> 0.00%
Total continuing operating revenue excluding capital grants and contributions ¹	64,516					
2. Own source operating revenue ratio						
Total continuing operating revenue excluding all grants and contributions ¹	61,283	79.52%	73.02%	85.12%	81.89%	> 60.00%
Total continuing operating revenue	77,063					
3. Unrestricted current ratio						
Current assets less all external restrictions	37,417	2.56x	1.91x	2.29x	3.18x	> 1.50x
Current liabilities less specific purpose liabilities	14,589					
4. Debt service cover ratio						
Operating result before capital excluding interest and depreciation/impairment/amortisation ¹	12,202	9.70x	6.51x	5.89x	4.99x	> 2.00x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	1,258					
5. Rates and annual charges outstanding percentage						
Rates and annual charges outstanding	3,011	7.27%	6.19%	5.64%	4.53%	< 5.00%
Rates and annual charges collectable	41,418					
6. Cash expense cover ratio						
Current year's cash and cash equivalents plus all term deposits	27,217	5.56	4.01	6.09	6.58	> 3.00
Monthly payments from cash flow of operating and financing activities	4,891	months	months	months	months	months

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

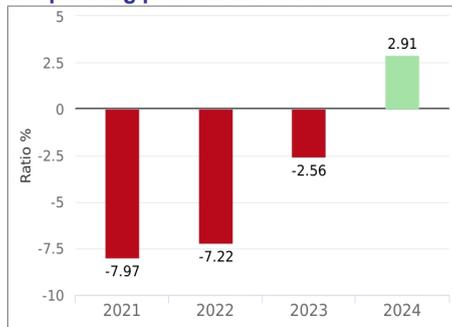
(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets and net loss on share of interests in joint ventures and associates using the equity method

End of the audited financial statements

G Additional Council disclosures (unaudited)

G1-1 Statement of performance measures – consolidated results (graphs)

1. Operating performance ratio



Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Commentary on 2023/24 result

2023/24 ratio 2.91%

Council has continued to see improvement on this ratio. After years of income streams being affected by Covid, Council is now back to full income streams.

Benchmark: — > 0.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

2. Own source operating revenue ratio



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Commentary on 2023/24 result

2023/24 ratio 79.52%

Council continues to show its strength in own source revenue by being above the benchmark.

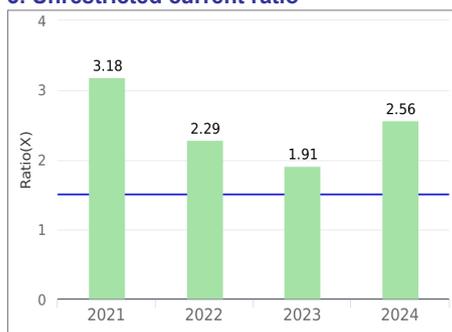
Benchmark: — > 60.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

3. Unrestricted current ratio



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Commentary on 2023/24 result

2023/24 ratio 2.56x

Council's liquidity remain strong and above the 1.50x benchmark.

Benchmark: — > 1.50x

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

G1-1 Statement of performance measures – consolidated results (graphs) (continued)

4. Debt service cover ratio



Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2023/24 result

2023/24 ratio 9.70x

Council's debt service ratio has continue to strengthen above the benchmark of 2.0.

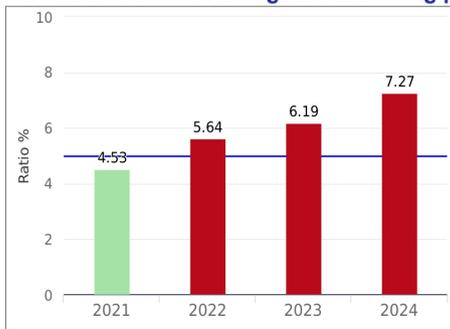
Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

5. Rates and annual charges outstanding percentage



Purpose of rates and annual charges outstanding percentage

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2023/24 result

2023/24 ratio 7.27%

Council has commenced actively pursuing the recovery of Rates and Extra charges. This will be an area of focus for 2024/25.

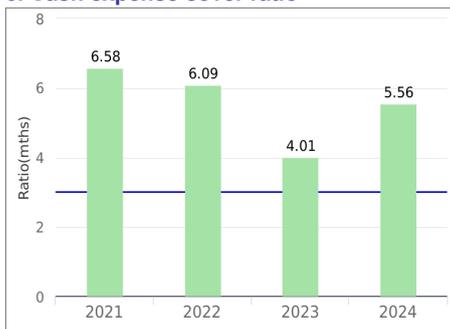
Benchmark: — < 5.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

6. Cash expense cover ratio



Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2023/24 result

2023/24 ratio 5.56 months

Council cash expense ratio remains strong being over the benchmark of 3 months.

Benchmark: — > 3.00months

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

G1-2 Council information and contact details

Principal place of business:
2 Conder Street
Burwood NSW 2134

Mailing address:
PO Box 240
Burwood NSW 1805

Telephone: 02 9911 9911
Facsimile: 02 9911 9900

Opening hours:
8:30am to 4:45pm
Monday to Friday

Internet: www.burwood.nsw.gov.au
Email: council@burwood.nsw.gov.au

Officers

Tommaso Briscese
General Manager

Sarah Seaman
Responsible Accounting Officer

Michelle Butler
Public Officer

Auditors
Audit Office of New South Wales
Level 19, Darling Park Tower 2
201 Sussex Street
Sydney NSW 2000

Elected members

Mayor
John Faker

Deputy Mayor
George Mannah

Councillors
Heather Crichton
Pascale Esber
Hugo Robinson
David Hull
Ned Cutcher

Other information

ABN: 84 362 114 428



Cr John Faker
 Mayor
 Burwood Council
 PO Box 240
 BURWOOD NSW 1805

Contact: Weini Liao
 Phone no: 02 9275 7432
 Our ref: R008-2124742775-6646/1702

8 October 2024

Dear Mayor

**Report on the Conduct of the Audit
 for the year ended 30 June 2024
 Burwood Council**

I have audited the general purpose financial statements (GPFS) of the Burwood Council (the Council) for the year ended 30 June 2024 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2024 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2024	2023*	Variance
	\$m	\$m	%
Rates and annual charges revenue	38.9	35.7	↑ 9.0
Grants and contributions revenue	15.8	20.0	↓ 21.0
Operating result from continuing operations	13.1	11.8	↑ 11.0

Net operating result before capital grants and contributions	0.6	(2.7)	122
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* The 2023 comparatives have been restated to correct prior period errors. Note F4-1 of the financial statements provides details of the prior period errors.

Rates and annual charges revenue (\$38.9 million) increased by \$3.2 million (9.0%) in 2023–24 due to rate peg increase of 3.7%, as well as an increase in domestic waste management services revenue of \$1.9 million.

Grants and contributions revenue (\$15.8 million) decreased by \$4.2 million (21.0%) in 2023–24 due to:

- decrease of \$2.1 million of developer contributions recognised during the year
- decrease of \$2.2 million of grants recognised for operating special purpose grants and non-developer contributions.

Council’s operating result from continuing operations (\$13.1 million including depreciation, amortisation and impairment expense of \$10.0 million) was \$1.3 million higher than the 2022–23 result. Total expenses increased by \$1.1 million in 2023–24 which was offset by total income, which increased by \$2.3 million in 2023–24.

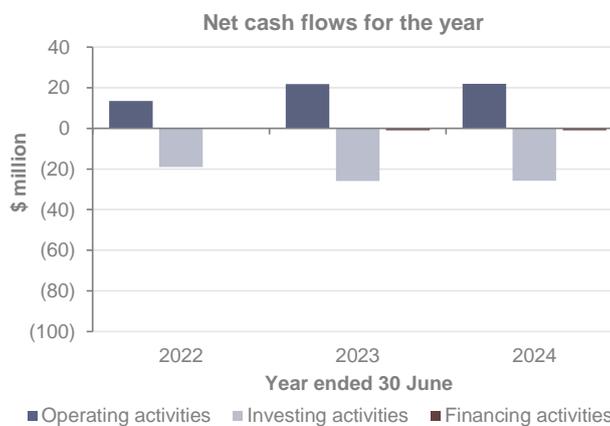
The net operating result before capital grants and contributions (\$575,000) was \$3.3 million higher than the 2022–23 result. This reflected:

- the reduction in total capital grants recognised by \$2.0 million
- total expenses increased by \$1.0 million in 2023–24
- offset by total revenue, which increased by \$2.3 million in 2023–24.

STATEMENT OF CASH FLOWS

Cash and cash equivalents decreased by \$4.8 million from \$10.0 million at 30 June 2023 to \$5.2 million at 30 June 2024. The reduction is contributed mainly by:

- net cash inflows from operating activities of \$21.9 million, offset by
- cash outflows from investing activities of \$25.8 million and financing activities of \$944,000.



FINANCIAL POSITION

Cash and investments

Cash and investments	2024	2023	Commentary
	\$m	\$m	
Total cash, cash equivalents and investments	53.8	52.6	Externally restricted balances comprise mainly of developer contributions and domestic waste management.
Restricted and allocated cash, cash equivalents and investments:			The increase in externally restricted fund is mainly due to the increase in developer contributions of \$4.6 million.
• External restrictions	22.9	18.8	Internal allocations are determined by council policies or decisions, which are subject to change. Significant internal restrictions include contract liabilities of \$4.2 million, deposits, retentions and bongs of \$5.6 million and plant and vehicle replacement of \$2.0 million.
• Internal allocations	22.9	31.9	

Debt

At 30 June 2024, Council had:

- \$4.4 million in secured loans (\$5.1 million in 2022–23)
- \$120,000 in credit card facility with \$13,000 used.

PERFORMANCE

Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure.

Operating performance ratio

Council met the benchmark for the current reporting period.

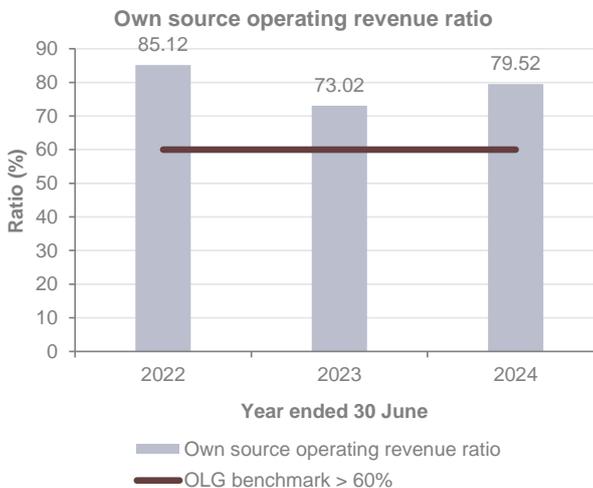
The 2023 ratio was restated to correct a prior period error.

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than 0%.



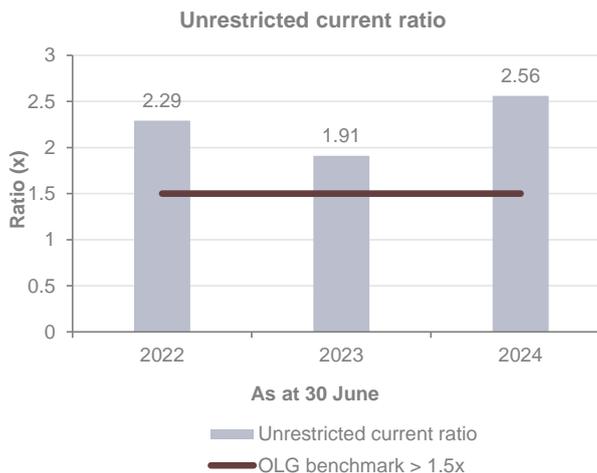
Own source operating revenue ratio

Council met the benchmark for the current reporting period.
 The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60%.



Unrestricted current ratio

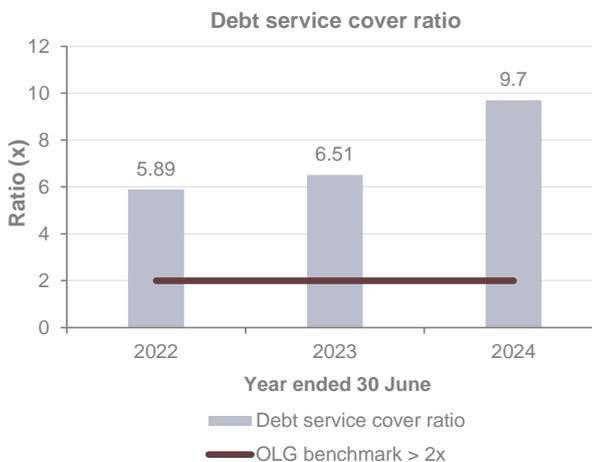
Council met the benchmark for the current reporting period.
 The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt service cover ratio

Council met the benchmark for the current reporting period.

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.

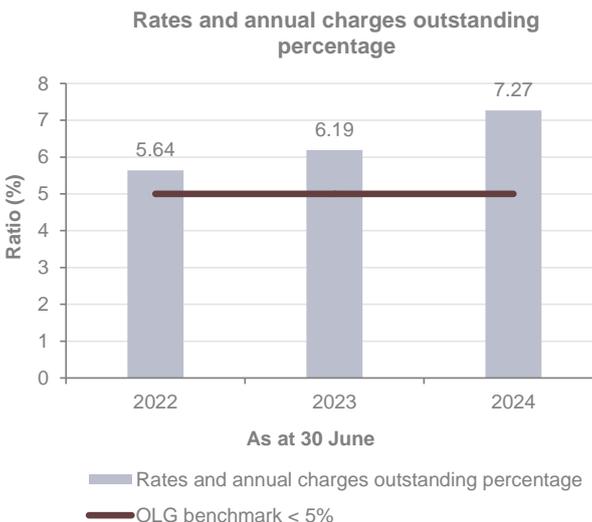


Rates and annual charges outstanding percentage

Council did not meet the benchmark for the current reporting period.

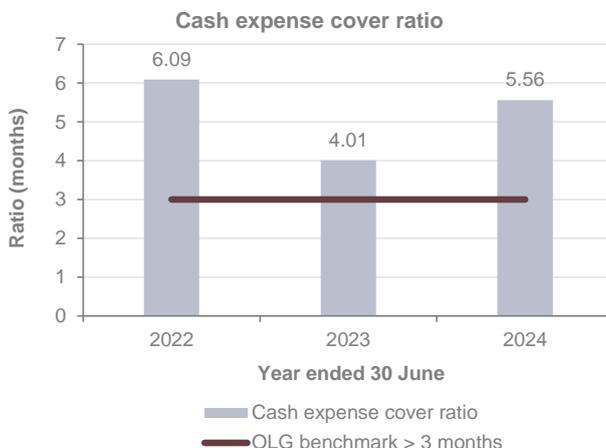
Management advised Council is actively pursuing the recovery of rates and annual charges.

The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 5% for metropolitan councils.



Cash expense cover ratio

Council met the benchmark for the current reporting period. This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than 3 months.



Infrastructure, property, plant and equipment renewals

Council renewed \$14.9 million of infrastructure, property, plant and equipment during the 2023–24 financial year. This was mainly spent on roads, stormwater drainage, plant and equipment as well as buildings. A further \$5.4 million was spent on new assets which was stable, compared to \$5.5 million in previous year.

OTHER MATTERS

Legislative compliance

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council’s accounting records or financial statements. The Council’s:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

Weini Liao
 Director, Financial Audit
 Delegate of the Auditor-General for New South Wales



INDEPENDENT AUDITOR'S REPORT
Report on the general purpose financial statements
Burwood Council

To the Councillors of Burwood Council

Opinion

I have audited the accompanying financial statements of Burwood Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and the Statement of Comprehensive Income for the year ended 30 June 2024, the Statement of Financial Position as at 30 June 2024, the Statement of Changes in Equity and the Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2024, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, the Statement of Cash Flows, and Note B5-1 'Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Weini Liao
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

8 October 2024
SYDNEY

Burwood Council

SPECIAL SCHEDULES
for the year ended 30 June 2024

*A well connected, sustainable and safe community that
embraces and celebrates its culture and diversity.*



Burwood Council

Special Schedules

for the year ended 30 June 2024

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Burwood Council

Permissible income for general rates

	Notes	Calculation 2023/24 \$ '000	Calculation 2024/25 \$ '000
Notional general income calculation ¹			
Last year notional general income yield	a	28,867	29,996
Plus or minus adjustments ²	b	60	249
Notional general income	c = a + b	28,927	30,245
Permissible income calculation			
Percentage increase	d	3.70%	4.80%
Plus percentage increase amount ³	f = d x (c + e)	1,070	1,452
Sub-total	g = (c + e + f)	29,997	31,697
Plus (or minus) last year's carry forward total	h	23	25
Sub-total	j = (h + i)	23	25
Total permissible income	k = g + j	30,020	31,722
Less notional general income yield	l	29,996	31,699
Catch-up or (excess) result	m = k - l	24	23
Carry forward to next year ⁶	p = m + n + o	24	23

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.



INDEPENDENT AUDITOR'S REPORT
Special Schedule – Permissible income for general rates
Burwood Council

To the Councillors of Burwood Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Burwood Council (the Council) for the year ending 30 June 2025.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2023–24 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2024 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2024.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

Burwood Council | Permissible income for general rates | for the year ended 30 June 2024

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Weini Liao
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

8 October 2024
SYDNEY

Burwood Council

Report on infrastructure assets as at 30 June 2024

Asset Class	Asset Category	Estimated cost		2023/24 Required maintenance ^a	2023/24 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		to bring assets to satisfactory standard \$ '000	to bring to the agreed level of service set by Council \$ '000					\$ '000	\$ '000	1	2	3
Buildings	Buildings	4,195	4,195	1,202	2,910	82,571	112,980	30.0%	43.0%	20.0%	6.0%	1.0%
	Sub-total	4,195	4,195	1,202	2,910	82,571	112,980	30.0%	43.0%	20.0%	6.0%	1.0%
Other structures	Other structures	106	106	30	514	2,773	3,734	73.0%	19.0%	3.0%	4.0%	1.0%
	Sub-total	106	106	30	514	2,773	3,734	73.0%	19.0%	3.0%	4.0%	1.0%
Roads	Roads	8,425	8,425	2,760	1,298	86,161	132,956	16.0%	38.0%	19.0%	25.0%	2.0%
	Other road assets	105	105	122	345	12,457	16,891	43.0%	40.0%	16.0%	1.0%	0.0%
	Footpaths	1,955	1,955	1,127	559	52,412	101,341	7.0%	45.0%	44.0%	4.0%	0.0%
	Sub-total	10,485	10,485	4,009	2,202	151,030	251,188	14.2%	41.0%	28.9%	14.9%	1.0%
Stormwater drainage	Stormwater drainage	38	38	1,563	195	44,592	82,024	20.0%	37.0%	15.0%	28.0%	0.0%
	Sub-total	38	38	1,563	195	44,592	82,024	20.0%	37.0%	15.0%	28.0%	0.0%
Open space / recreational assets	Swimming pools	1,192	1,192	140	344	4,138	6,609	38.0%	26.0%	0.0%	36.0%	0.0%
	Open space / Recreational	83	83	180	3,332	23,547	27,433	49.0%	38.0%	12.0%	1.0%	0.0%
	Sub-total	1,275	1,275	320	3,676	27,685	34,042	46.9%	35.7%	9.7%	7.8%	0.0%
Total – all assets		16,099	16,099	7,124	9,497	308,651	483,968	21.6%	40.2%	22.9%	14.5%	0.8%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

#	Condition	Integrated planning and reporting (IP&R) description
1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required
3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required

Burwood Council

Report on infrastructure assets as at 30 June 2024

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2024	Indicator 2024	2023	Indicators 2022	2021	Benchmark
Buildings and infrastructure renewals ratio						
Asset renewals ¹	11,455					
Depreciation, amortisation and impairment	6,951	164.80%	116.28%	81.12%	102.15%	> 100.00%
Infrastructure backlog ratio						
Estimated cost to bring assets to a satisfactory standard	16,099					
Net carrying amount of infrastructure assets	312,970	5.14%	4.58%	6.15%	9.43%	< 2.00%
Asset maintenance ratio						
Actual asset maintenance	9,497					
Required asset maintenance	7,124	133.31%	125.55%	96.33%	104.56%	> 100.00%
Cost to bring assets to agreed service level						
Estimated cost to bring assets to an agreed service level set by Council	16,099					
Gross replacement cost	483,968	3.33%	2.40%	3.58%	5.50%	

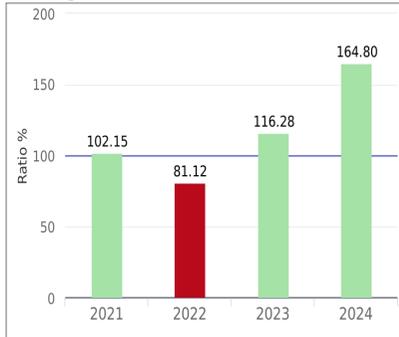
(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Burwood Council

Report on infrastructure assets as at 30 June 2024

Buildings and infrastructure renewals ratio



Buildings and infrastructure renewals ratio

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

Commentary on result

23/24 ratio 164.80%

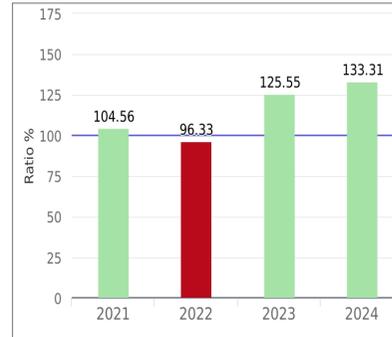
Benchmark: — > 100.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Asset maintenance ratio



Asset maintenance ratio

Compares actual vs. required annual asset maintenance. A ratio above 100 indicates Council is investing enough funds to stop the infrastructure backlog growing.

Commentary on result

23/24 ratio 133.31%

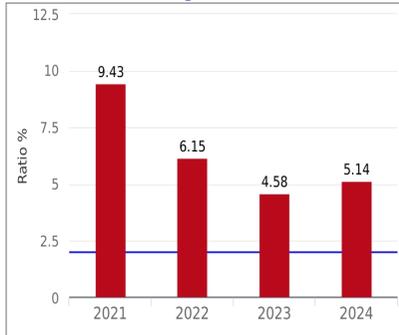
Benchmark: — > 100.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Infrastructure backlog ratio



Infrastructure backlog ratio

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

Commentary on result

23/24 ratio 5.14%

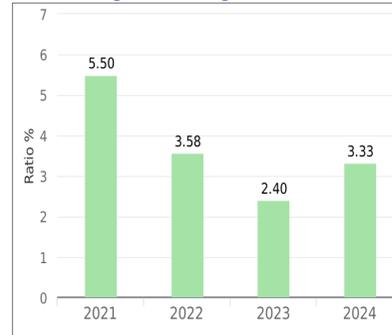
Benchmark: — < 2.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Cost to bring assets to agreed service level



Cost to bring assets to agreed service level

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.

Commentary on result

23/24 ratio 3.33%

(Item 60/24) Annual Disclosure of Interest Returns by Councillors and Designated Persons

File No: 24/41590

Report by Director Corporate Services

Summary

The General Manager is required under the *Local Government Act 1993* and supporting instruments to table written returns of interests for councillors and designated persons at a meeting of Council. Annual returns for the period 2022–23 are now due to be formally received and noted.

Operational Plan Objective

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

Background

Sections 440AAA and 440AAB of the *Local Government Act 1993* establish the framework for disclosure of interests that must be completed by councillors and designated persons. The returns are fundamental transparency and accountability documents and as such must be retained as part of a publicly accessible register.

Section 6(2) of the *Government Information (Public Access) Act 2009* stipulates that certain open access information must be made publicly accessible on the Council website. Returns of interests of councillors, designated persons and delegates are classed under Schedule 1 of the *Government Information (Public Access) Regulation 2018* as open access information for the purposes of website publication. These requirements are mirrored in clause 4.2 of the three *Codes of Conduct* adopted by Burwood Council.

Discussion

Specific requirements for preparation and lodgement of returns is contained in the Model Code of Conduct that is required under the *Local Government Act 1993*. The Model Code is the basis of the three Codes of Conduct in place at Burwood Council. All councillors and designated persons must lodge disclosure of interest returns within 3 months of:

- a) becoming a councillor or designated person (first time return)
- b) 30 June each year
- c) the councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 of the Burwood Council Codes of Conduct that has not been previously disclosed in a return lodged in a first time return or an annual return.

A 'designated person' is described in clause 4.8 of the *Codes of Conduct* as:

- a) the general manager
- b) other senior staff of the council
- c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions under the LGA or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- d) a person who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or

contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

Under the *Code of Conduct for Council Committee Members, Delegates of Council, Council Advisers, Volunteers, Contractors and Members of Wholly Advisory Committees* and the *Audit Risk and Improvement Committee Charter*, members of the Audit Risk and Improvement Committee are designated persons and are required to submit an annual disclosure of interest.

The relevant officer positions for the purposes of identifying designated persons were confirmed by the General Manager on 11 March 2024. All councillors, designated persons and ARIC members who held that role as at 30 June 2023 have lodged their returns in the prescribed format, other than two officers who separated from Council shortly after that date before completing their annual return.

Preparation and proactive release of disclosure of interests returns are important elements in promoting public accountability of Council. They help to protect the integrity of Council's decision making processes by allowing scrutiny of potential conflicts of interest that could arise where councillors or other key council officials participate in decision making from which they or their close associates may derive (or be perceived to derive) personal or financial benefit. The returns have been published on Council's website in line with statutory requirements.

In accordance with the clause 4.22 of the *Codes of Conduct*, those officials who submitted a first-time or updated return in the 3 months prior to June 2024 are not required to submit a further annual return.

Conclusion

Pursuant to Section 440AAB of the *Local Government Act 1993*, the returns for the period ended 30 June 2023, together with any other updated or 'first time' returns, are now formally tabled for information from the following council officials:

Councillors

- Councillor Heather Crichton
- Councillor Ned Cutcher
- Councillor David Hull
- Councillor Pascale Esber
- Mayor John Faker
- Deputy Mayor George Mannah
- Councillor Hugo Robinson

Council officers

- Tommaso Briscese (General Manager)
- Ryan Cole (Director, City Strategy)
- Tara Donaldson (Director People & Performance)
- George El Kazzi (Director City Assets)
- Brooke Endycott (Director Community Life)
- Fab Zincone (Director Corporate Services)
- Georgina Aznar (Strategic Planner (Environment))
- Bill Adamopoulos (Manager, Design & Assets)
- Michelle Butler (Coordinator Governance)
- Patrick Ceran (Project Manager)
- Dylan Chen (Development Assessment Planner)
- Roberto Di Federico (Manager Traffic & Transport)
- Catherine Hanna (Assistant Planner)
- Jenny Hoff (Manager Community & Culture)
- Martin Jenner (Manager Community Safety)
- Raj Khanal (Manager Procurement)
- Manoj Kumar (Group Manager Operations)

- Erica Lacuna (Assistant Planner)
- Neil Leckie (Grants Coordinator – Major Projects)
- Shisir Manandhar (Manager Information Technology)
- Michael McGee (Manager Waste & Cleansing)
- Scott McMurray (Manager Enfield Aquatic Centre)
- Danielle McQuoid (Manager Library & Community Hub)
- David Milliken (Senior Strategic Planner Consultant)
- Julie Mockett (Manager Customer Experience & Business Improvement)
- Sumathi Navaratnam (Manager City Planning)
- Isabella Nguyen (Assistant Planner)
- Vanessa O’Shea (Projects & Contracts Officer)
- Daniel Pocaterra (Maintenance Officer)
- Gaanesh Prasad (Project Manager, Burwood Urban Park & Cultural Centre)
- Dominique Roberts (Cultural Projects & Public Art Producer)
- Michelle Prichard (Revenue Coordinator)
- Julian Sciarrone (Senior Town Planner)
- Sarah Seaman (Finance Manager)
- Alastair Sim (Development Assessment Officer)
- Charlie Svinos (Manager Civil Construction and Maintenance)
- Mikaela Thorogood (Manager Property)
- Robert Toohey (Executive Planner)
- Neda Vandchali (Executive Urban Designer)
- Miriam Wassef (Executive Manager Place Management & Communications)

Audit, Risk and Improvement Committee members

- Daniel Carbone (Chair)
- Jesse Jo (Independent Member)
- Simon Schwarz (Independent Member)

Recommendation(s)

That Council notes:

1. the tabling of disclosure of interest returns in accordance with Part 4 of the *Codes of Conduct* and the *Local Government Act 1993* for the Council officials listed in this report
2. that mandatory proactive release of the returns via publication on the Council website has been effected in accordance with clause 4.2 of the *Burwood Council Code of Conduct* and the *Government Information (Public Access) Act 2009*.

Attachments

There are no attachments for this report.