



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 19 May 2026 at 6:00 PM to consider the matters contained in the attached Agenda.

The public gallery will be open for those wishing to observe the meeting. In addition, the meeting will be livestreamed for the public to view online.

Public Forum

A public forum will be held at 6:00 pm, 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 2:00 pm 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.

Tommaso Briscese
General Manager

Councillors



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Council meeting room

General
Manager

Mayor

Cr
Mannah

Cr Bhatta

Cr Yang

Cr Esber

Cr Wu-
Coshott

Cr Hull

Public gallery

Agenda

For an Ordinary Meeting of Burwood Council to be held in the Conference Room, 2 Conder Street, Burwood on Tuesday 19 May 2026 immediately after the Public Forum commencing at 6.00pm.

1. Prayer

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

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, 28 April 2026, 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 32/26) Proposed Burwood LGA Boundary Adjustment

File No: 26/5751

Report by Director City Strategy

Summary

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

At the Council meetings held on 26 March 2024 and 25 March 2025, Mayoral Minutes were adopted to support and initiate the process of facilitating an LGA boundary adjustment in consultation with Inner West Council.

This report seeks Council approval to endorse an updated boundary change option (Option 1 as referenced later in this report) to amend the Burwood LGA boundary with Inner West Council, following the assessment and considerations outlined in this report, and to commence targeted community engagement and consultation with the broader community, as well as directly affected residents and property owners.

Operational Plan Objective

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

Background

Council has commenced pursuing a Local Government Area (LGA) boundary adjustment with Inner West Council, primarily in response to representations from Presbyterian Ladies' College (PLC) in Croydon, due to difficulties and inefficiencies arising from its campus being split across two LGAs.

The process commenced following Council resolutions at meetings held on 26 March 2024 and 25 March 2025, at which Mayoral Minutes were adopted to support and initiate the facilitation of an LGA boundary adjustment in consultation with Inner West Council.

The rationale for PLC's request for boundary realignment is largely due to the complex ownership of land by the school, which straddles two distinct LGAs. This division across jurisdictional boundaries presents logistical challenges and administrative complexities. By consolidating the school's land under a single council, PLC anticipates several operational benefits, including streamlined processes for matters such as rates, site planning, development applications, waste management and advocacy. A visual representation of the school's known land ownership pattern, along with the current and proposed LGA boundary, is provided in **Attachment 1**.

The proposed LGA boundary adjustment, as put forward by PLC, was previously supported in the delegate's report associated with the NSW Government's 2016 LGA amalgamation proposals.

At its meeting on 26 March 2024, Council considered a Mayoral Minute regarding a proposed LGA boundary adjustment between Burwood and Inner West Councils and resolved:

- a) *Council confirms it has no in-principle objections to the proposed adjustment to the Local Government Area boundary between Burwood and Inner West as shown in Attachment A of this report*

- b) *The Mayor of Burwood write to the Mayor of Inner West seeking cooperation on this matter*
- c) *The General Manger formally consult and seek feedback from Inner West Council and the impacted property owners on the proposed adjustment to the Local Government Area boundary as shown in Attachment A of this report*
- d) *Following consultation with Inner West Council and the impacted property owners a report be brought back to Council outlining options and details of next steps in the legal process under the NSW Local Government Act 1993 to progress proposed adjustment to the Local Government Area boundary as shown in Attachment A of this report with the NSW Office of Local Government.*

The Mayor of Burwood wrote to the Mayor of Inner West on 29 April 2024 seeking assistance in reaching a similar resolution from Inner West Council (IWC) to assist in bringing this long-standing issue for the PLC school to a conclusion.

At its meeting on 25 March 2025, Burwood Council further considered a Mayoral Minute regarding a proposed LGA boundary adjustment between Burwood and Inner West Councils and resolved that:

- a) *Council confirms it has no in-principle objections to the proposed adjustment to the Local Government Area boundary between Burwood and Inner West Local Government Areas as shown in Attachment B of this report.*
- b) *The General Manager formally commence the Local Government Area boundary adjustment process in accordance with the NSW Local Government Act 1993 to amend the boundary between Burwood and Inner West Council Local Government Areas, as shown in Attachment B of this report.*
- c) *The General Manager provide regular updates on the matter as Council progresses through the NSW Local Government Act 1993 requirements.*
- d) *The Mayor of Burwood write to the Mayor of Inner West, notifying them of Burwood Council's decision.*

The matter was formally considered by IWC at its meeting of 29 April 2025, and it was resolved to reject Burwood Council's proposal to amend the local government area. No specific reasons for the decision were provided. The report and recommendation of the IWC meeting is at **Attachment 2**.

In response to Council's 26 March 2025 resolution, Council appointed in October 2025 Pearson Planning Solutions to prepare Council's business case for submission to the NSW Boundaries Commission. The consulting service would work through the statutory steps with options for adjusting the Local Government Area (LGA) boundary to transfer a small number of properties in Croydon from the Inner West Council LGA to the Burwood LGA.

Proposal

Three options have been put forward for Council's consideration to amend the LGA boundary in respect of this matter.

Option 1

This option proposes to progress a "minimalist" option which largely restricts the LGA boundary amendment to properties under the direct ownership or control of PLC – this same option was tabled at Council's meeting on 26 March 2024. Option 1 is shown in Figure 1 below:

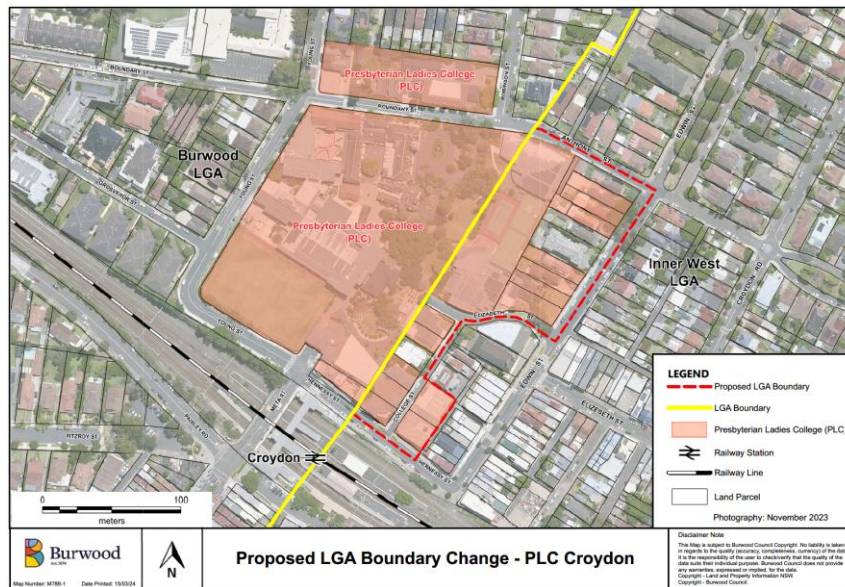


Figure 1: Burwood LGA Boundary adjustment – Option 1 (put forward by PLC)

Option 1 is the preferred option for progressing Council’s business case, as it has minimal impact, resolves the identified issue of a single site (PLC) being split across two LGAs, and provides a clear and consistent boundary alignment along property boundaries and street frontages. It also ensures that Croydon North Village can continue to be managed wholly within a single LGA, rather than being divided between two jurisdictions.

Option 2

Option 2 has the eastern boundary of the Burwood LGA running down the middle of Edwin Street. Whilst this option creates an even boundary alignment, it bisects the Croydon North Village in two, with properties on the western side of Edwin Road falling into Burwood LGA and those on the eastern side falling into Inner West LGA. Whilst it is acknowledged that the Croydon North Village is an eclectic mix of active shopfronts and properties which have been converted to more passive uses, it is not considered desirable to split Croydon North Village in two as any future planning initiatives for the centre would be made significantly more complex.

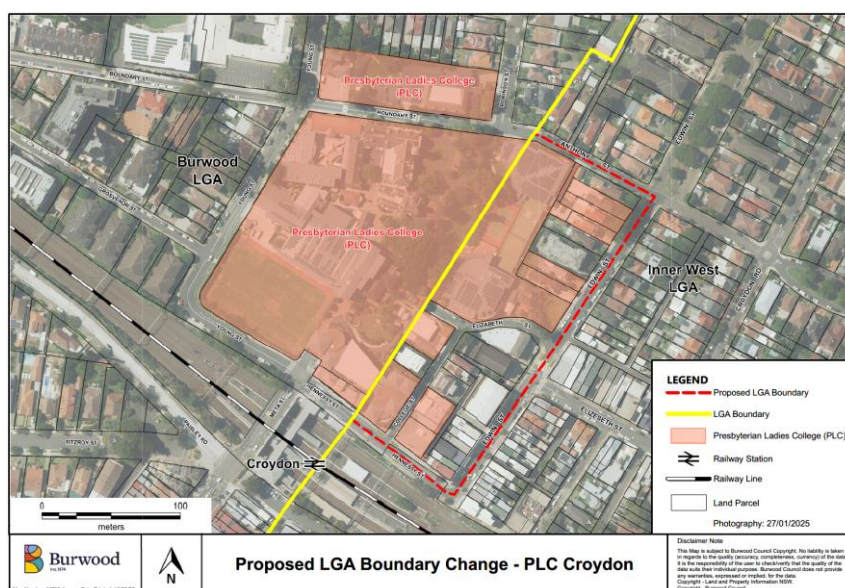


Figure 2: Burwood LGA Boundary adjustment – Option 2

Option 3

Option 3 is an additional option to those previously considered and has been proposed to avoid splitting Croydon North Village. This option follows the unnamed laneway between Edwin Street and Hordern Parade, ensuring that the entire Croydon North Village remains within a single LGA.

This option has been put forward for consideration in progressing Council’s business case, as it provides a clear and logical boundary alignment along existing property and street boundaries. Similar to Option 1, it enables Croydon North Village to be managed wholly within one LGA, rather than being divided between two jurisdictions.

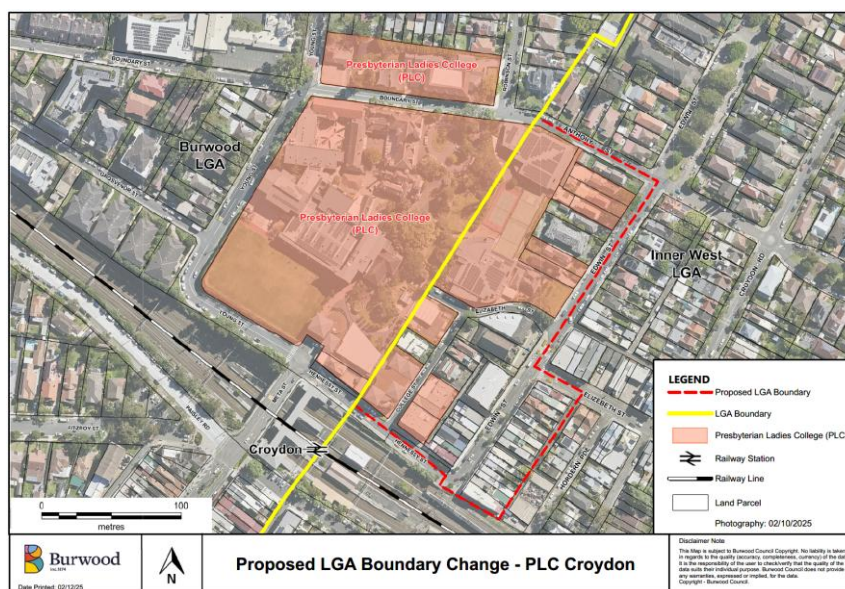


Figure 3: Burwood LGA Boundary adjustment – Option 3

Properties Affected

Under all three options, there are very few properties moving from Inner West LGA to Burwood LGA as shown in the table below, and in all options PLC is the major landowner.

OPTION	# OF PROPERTIES MOVING INTO BURWOOD LGA	# OF THOSE PROPERTIES OWNED BY PLC
OPTION 1	20	16
OPTION 2	33	16
OPTION 3	49	16

Consultation

Council’s consultant has had preliminary discussions with the NSW Office of Local Government (OLG) and PLC regarding the proposal, receiving a positive response from both.

A matter that needs to be reported on when referring any boundary adjustment proposal to the Minister for Local Government is the response and sentiments of residents and ratepayers to the proposal. This is mandated by section 263(3)(d) of the *NSW Local Government Act*.

Discussions with OLG confirm that with a relatively minor boundary adjustment such as the three options identified earlier in this report, it is necessary to focus any consultation on those directly affected by the proposal, essentially the owners and residents of the properties proposed to move LGAs.

Should Council adopt the preferred Option 1 as recommended, it is noted that more than two-thirds of the affected properties are owned by PLC, which is fully supportive of the proposed boundary adjustment. Accordingly, public consultation should be focused on the remaining four affected property owners and/or residents, who may not yet be aware of the proposal. These properties are currently located within the Inner West LGA.

Council's 2025-26 Burwood Community Satisfaction Survey, which is conducted every two years, was undertaken in October and November 2025 and involved a random telephone survey of 351 residents living within the Burwood Local Government Area, conducted via both landline and mobile phones. In this survey, additional questions which have not been asked in previous surveys were put forward, including the following in relation to any proposed LGA boundary change:

Burwood Council is investigating a modification to the boundary in Croydon, between Burwood and Inner West Councils, to establish a clearer dividing line along a road and ensure all properties, including PLC Sydney (The Presbyterian Ladies' College), are located wholly within one council area. How supportive, if at all, are you of this proposal?

Results to this question show that 90% of residents are at least somewhat supportive of the proposal to modify the Boundary in Croydon, between Burwood and Inner West Councils, to establish a clearer dividing line.

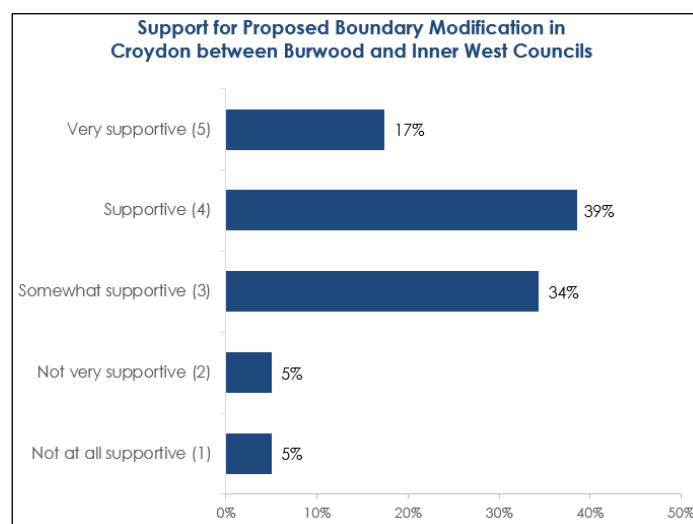


Figure 4: Breakdown of responses to boundary adjustment question in Burwood Council Community Satisfaction Survey 2025 – 2026 (December 2026, Source: Micromex)

Further engagement and consultation are proposed to be carried out as follows:

1. Upload information on Council's *Participate Burwood* webpage regarding the proposal, with an opportunity for all residents to provide comments via the online portal. This will ensure that the broader community is notified of the proposal. Notification of the proposal could also be promoted on Council's social media platforms directing them to the *Participate Burwood* webpage.
2. Notify all property owners and residents via mail with a 500m radius which would cover both the Burwood and Inner West LGAs, advising of the proposed LGA boundary adjustment, outlining the process for consideration and approval of the proposal, including the role of the Minister for Local Government and Boundaries Commission and opportunities for residents to also interact with that process.
3. Council directly notifies the property owners and occupiers of the properties which are proposed to move from Inner West LGA to Burwood LGA. The notification would outline the reasons for the proposed boundary adjustment and provide a contact number for people to find

out more about the proposal and answer any questions or concerns they may have. Doorknocking of these properties would also be undertaken to ensure residents are adequately notified.

4. Notwithstanding Inner West Council's initial rejection of the proposed boundary adjustment, direct consultation will be undertaken, including the issuance of engagement letters to the Council.

Planning or Policy Implications

Council needs to prepare a Business Case for the proposed boundary adjustment for submission to the Minister for Local Government. As part of his consideration of the matter, the Minister will refer the proposal to the Boundaries Commission for examination and report prior to making a recommendation to the Governor as to whether the boundary adjustment should proceed. The Boundaries Commission, in its examination of the proposal, will hold a public hearing if directed to do so by the Minister or at its own discretion with the approval of the Minister.

One of the key matters that the Boundaries Commission is required to examine and report on to the Minister by virtue of Section 263(3)(d) of the LG Act, is the attitude of residents and ratepayers of the (local government) areas concerned regarding the proposal. Consequently, it is important that the Business Case includes some measure of this – notwithstanding that the Boundaries Commission is likely to test this itself through its public hearing process.

Financial Implications

Council is currently compiling information on any financial implications of the proposed boundary adjustment. There will be a small increase in rates income but also a commensurate increase in servicing and asset maintenance costs. This will be detailed in the post-public exhibition report to Council and will form part of the business case as required by the Local Government Act. Any servicing costs for Council related to PLC will also be confirmed in the post-public exhibition report to Council. As part of the engagement letters to IWC, Council may also seek specific financial and asset management information from IWC.

Options

Options 1, 2 and 3 are presented for Council's consideration.

This report recommends Option 1, being the original option previously considered, which avoids splitting Croydon North Village.

Option 1 is the preferred option for progressing Council's business case, as it has minimal impact, resolves the issue of a single site (PLC) being split across two LGAs, and provides a clear and consistent boundary alignment along property boundaries and street frontages. It also ensures that Croydon North Village can continue to be managed wholly within a single LGA, rather than being divided between two jurisdictions.

Conclusion

The report recommends a preferred amended boundary adjustment area and a proposed public exhibition and targeted consultation program. This will enable a post-exhibition report back to Council containing a detailed boundary adjustment proposal for submission to the Minister for Local Government.

Recommendation(s)

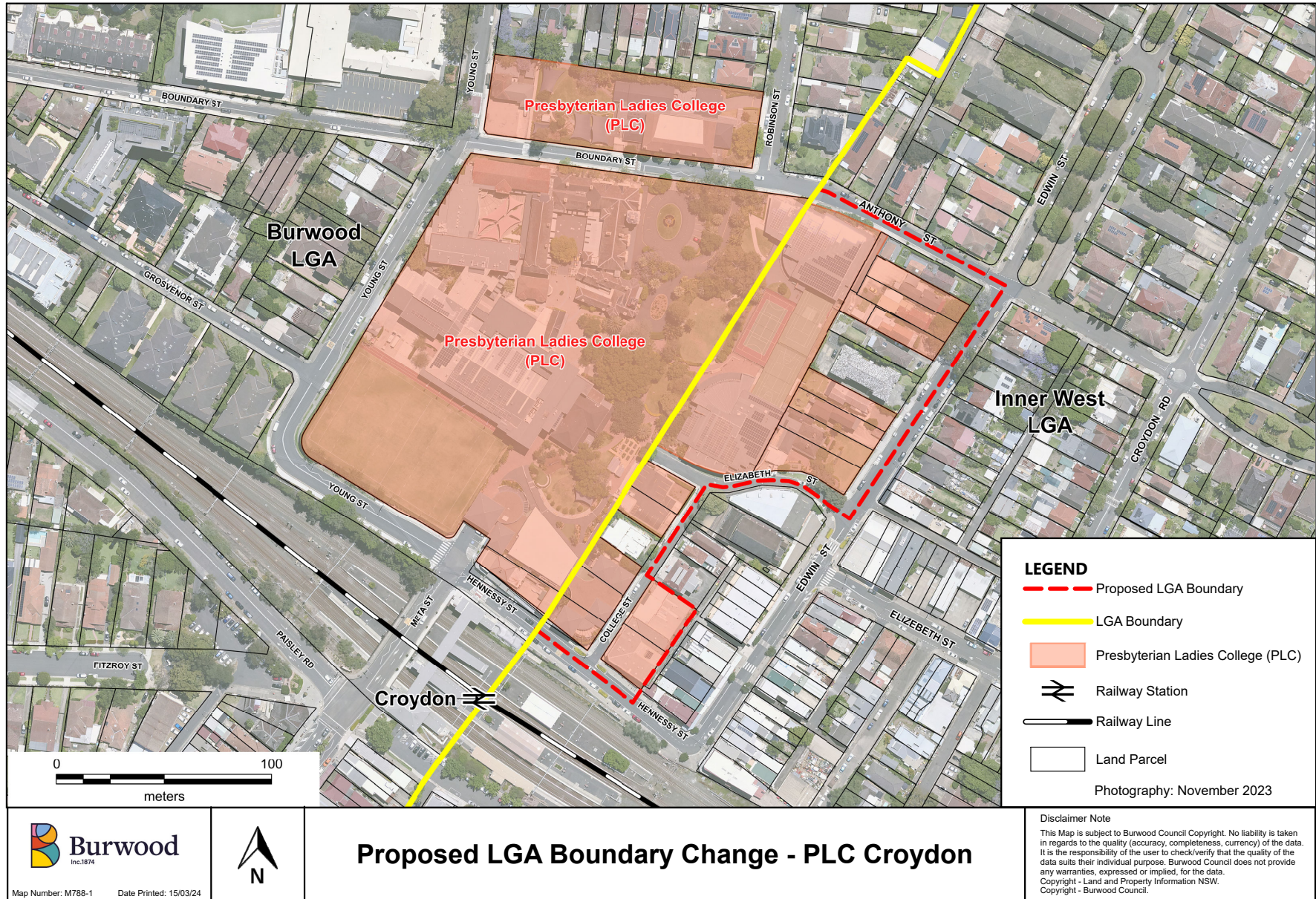
That:

- a) Council confirms it continues to have no in-principle objection to the proposed adjustment to the Local Government Area (LGA) boundary between Burwood and Inner West LGAs, as detailed in this report.
- b) Council endorses the updated Option 1 as the preferred LGA boundary adjustment to be progressed with the Minister for Local Government and the NSW Office of Local Government.
- c) The General Manager continues the LGA boundary adjustment process in accordance with the *Local Government Act 1993* to amend the boundary between the Burwood and Inner West LGAs, as per Option 1 detailed in this report.
- d) Council notes and endorses the commencement of the community engagement and consultation program identified in this report.
- e) The General Manager provides regular updates on this matter as Council progresses through the requirements of the *Local Government Act 1993*.
- f) The Mayor of Burwood writes to the Mayor of Inner West, notifying them of Burwood Council's decision.

Attachments

- 1 [↓](#) PLC's proposed boundary adjustment
- 2 [↓](#) Inner West Council Boundary Adjustment Council Meeting Minutes

PLC's proposed boundary adjustment



Item Number 32/26 - Attachment 2

Inner West Council Boundary Adjustment Council Meeting Minutes



Council Meeting
29 April 2025

Item No: C0425(1) Item 9
Subject: BURWOOD COUNCIL PROPOSED BOUNDARY CHANGES AROUND PRESBYTERIAN LADIES COLLEGE CROYDON
Prepared By: Matthew Pearce - General Counsel
Authorised By: Peter Gainsford - General Manager

RECOMMENDATION

That Council write to Burwood Council rejecting their proposal to amend the Local Government boundary at Croydon.

STRATEGIC OBJECTIVE

This report supports the following strategic directions contained within Council's Community Strategic Plan:

5: Progressive, responsive and effective civic leadership

EXECUTIVE SUMMARY

Burwood Council is proposing an adjustment to the Local Government Area (LGA) boundary between Croydon (currently Inner West Council) and Burwood Council.

The primary objective of Burwood Council's proposal outlined in their Mayoral Minute is to consolidate the majority of Presbyterian Ladies College's (PLC) facilities within the Burwood LGA. Burwood Council states this aims to address administrative and logistical complexities for the school arising from the current division of its land between the two council areas, potentially streamlining traffic management, planning, development applications, and advocacy for PLC.

There are 52 properties currently within the Inner West LGA affected by the Burwood Council proposed boundary change (10 of which are owned by The Presbyterian Church NSW Property Trust).

It is recommended that Council write to Burwood Council advising that it doesn't support the boundary change.

DISCUSSION

Burwood Council is proposing an adjustment to the LGA boundary between Croydon (currently Inner West Council) and Burwood Council. Presbyterian Ladies College, Sydney (PLC Sydney) operates across multiple parcels of land at 1 Meta Street, Croydon within both the Inner West LGA and Burwood LGA.

The primary objective of Burwood Council's proposal is to consolidate the majority of PLC's facilities within the Burwood LGA. Burwood Council states this aims to address administrative and logistical complexities for the school arising from the current division of its land between the two council areas, potentially streamlining traffic management, planning, development applications, and advocacy for PLC.

Burwood Council's initial consideration involved a proposed adjustment shown in *Attachment 1*. Subsequently, a revised proposal, expanding the number of Inner West properties impacted by their proposal is detailed an amended boundary in *Attachment 2*.

The item was considered by Burwood Council on 25 March 2025 (Item MM3/25) to progress the LGA boundary adjustment process based on the revised proposal in *Attachment 2*, which increases the proposed Boundary changes to impact more Inner West properties.

The General Manager of Burwood Council has written to Inner West Council advising of a Mayoral Minute where Burwood Council resolved as follows:

- a) Council confirms it has no in-principle objections to the proposed adjustment to the Local Government Area boundary between Burwood and Inner West Local Government Areas as shown in *Attachment B* of this report.
- b) The General Manager formally commence the Local Government Area boundary adjustment process in accordance with the NSW Local Government Act 1993 to amend the boundary between Burwood and Inner West Council Local Government Areas, as shown in *Attachment B* of this report.
- c) The General Manager provide regular updates on the matter as Council progresses through the NSW Local Government Act 1993 requirements.
- d) The Mayor of Burwood write to the Mayor of Inner West, notifying them of Burwood Council's decision.

Although this is not mentioned in the Burwood Council Mayoral Minute it is important to note that Inner West Council previously considered a report in September 2020 for the part sale of Elizabeth Street Croydon adjacent to PLC. This was subject to the approval of a State Significant Development Application removing the on-street parking for 5-6 vehicles) and incorporate the land into the school site, providing for up to 29 basement car parking spaces which would be an increase of 12 spaces from the current 17 open hardstand car parking spaces already on the adjacent land.

Upon consideration of this report Inner West Council resolved as follows:

That Council does not support the partial road closure of Elizabeth St Croydon, and does not support the Subsequent sale to PLC.

PLC have since lodged a Pre Development Application for demolition of the existing residential developments at 116-118 Edwin Street and construction of three storey educational building and a new driveway access from Edwin Street which council responded to in August 2024.

There are 52 properties currently within the Inner West LGA affected by the Burwood Council proposed boundary change (10 of which are owned by The Presbyterian Church NSW Property Trust). The increased plan also includes all of Elizabeth Street from Edwin Street and all of College Street which subject to a resolution of Council and necessary approvals could be sold to PLC for a considerable sum.

Alternatively, it would be just as easy to expand the Inner West LGA to cover all of PLC school area and it wouldn't impact any property within the Burwood LGA as PLC campus covers the entire street frontage and would impact on no other property.

Item Number 32/26 - Attachment 2

Inner West Council Boundary Adjustment Council Meeting Minutes

It is recommended that Council write to Burwood Council advising that it doesn't support the boundary change.

Process for Boundary adjustments

The process for altering LGA boundaries, as outlined in Section 204 of the Local Government Act 1993, begins with a proposal for change. In this instance, Burwood Council's initiative to adjust the boundary between our councils constitutes this initial proposal, with two specific boundary options having been presented.

For this proposal to progress, Burwood Council is effectively required to develop a business case to submit to the Minister for Local Government (under Section 215).

Upon receiving the proposal, the Minister is obligated to give public notice of it (Section 216).

Following this public notification, Section 217 allows for representations to be made by interested parties. It is at this stage that Inner West Council would likely become formally involved, with a Council resolution potentially required to support any representation (either for or against the proposal).

If the Minister decides to proceed after considering these representations, the proposal must be referred to the Boundaries Commission for examination and a report (Section 218).

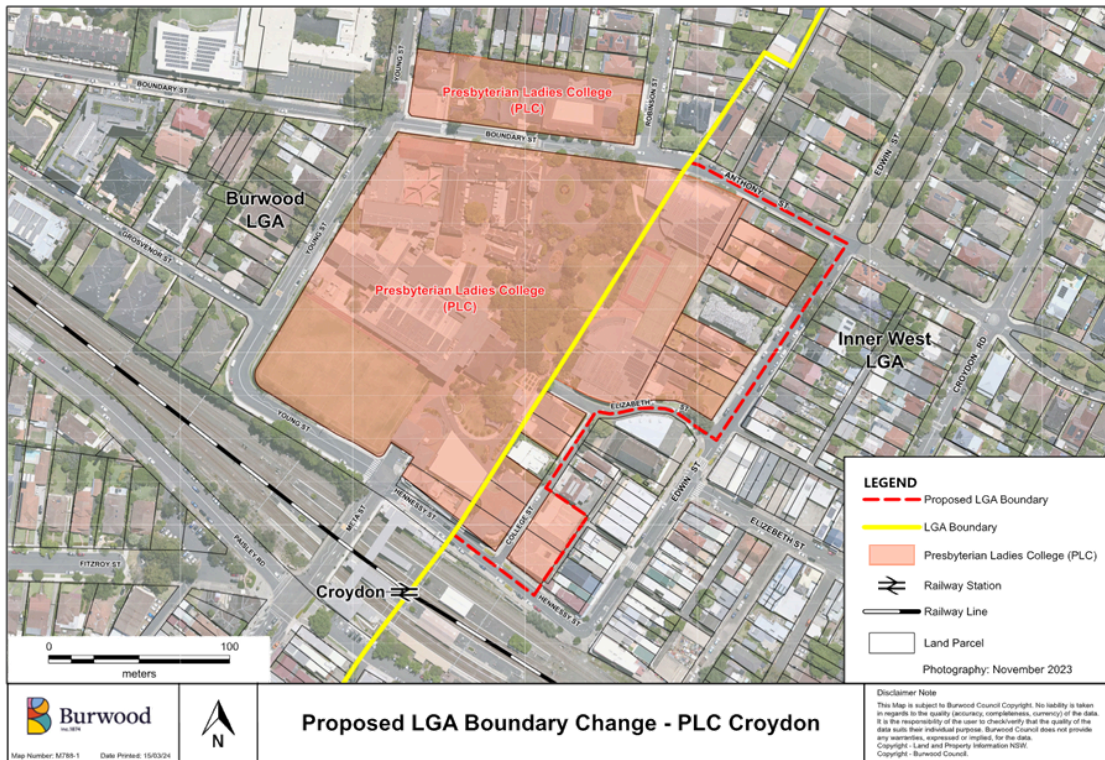
Ultimately, based on the Minister's recommendation, Section 218B of the Act allows the Governor to alter the boundaries of the affected LGAs (Burwood and Inner West Councils) by way of a proclamation.

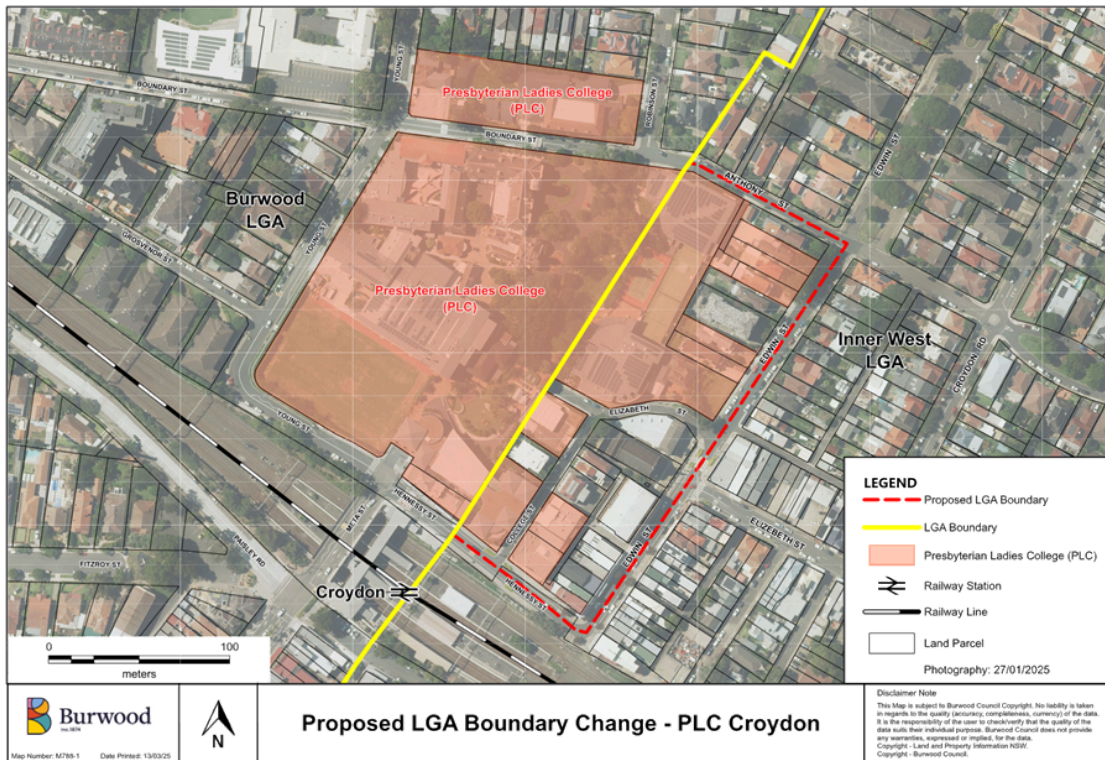
FINANCIAL IMPLICATIONS

There are no financial implications associated with the implementation of the proposed recommendations outlined in the report.

ATTACHMENTS

1. [↓](#) Proposed boundary changes 2024
2. [↓](#) Proposed boundary changes 2025





(Item 33/26) Integrated Planning and Reporting Documents – Delivery Program 2025-2029 (Year 2), Operational Plan and Budget (2026-2027), Statement of Revenue Policy, Draft Fees and Charges and Updated Resourcing Strategy – Endorsement for Public Exhibition

File No: 26/20143

Report by Director People & Performance

Summary

This report seeks Council's endorsement to publicly exhibit the suite of documents prepared following the annual review of the Delivery Program and the development of the 2026–2027 Operational Plan, including the draft Budget, Statement of Revenue Policy, Draft Fees and Charges, and updated Resourcing Strategy.

Operational Plan Objective

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

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

A.101 – Undertake corporate planning and reporting

Background

The Local Government Act 1993 requires all NSW councils to prepare a four-year Delivery Program and an annual Operational Plan outlining the principal activities Council will undertake to deliver the strategies identified in the Community Strategic Plan.

Each year, the Delivery Program is reviewed, and a new Operational Plan is prepared, both of which are required to be publicly exhibited and adopted by Council. In addition, the Long-Term Financial Plan, which forms part of Council's Resourcing Strategy, must also be updated annually as part of the development of the Operational Plan. Accordingly, the following documents are submitted to Council for endorsement for the purpose of public exhibition:

- Delivery Program 2025-2029 (Year 2);
- Draft Operational Plan 2026-2027;
- Draft Budget 2026-2027 (contained within the Delivery Program 2025-2029);
- Draft Statement of Revenue Policy (contained within the Delivery Program 2026-2027);
- Draft Fees and Charges 2026-2027; and
- Updated Resourcing Strategy including the updated Long-Term Financial Plan.

It is noted that the Delivery Program 2025-2029 has been reviewed and updates have been made to the Our Priorities section for the 2026-2027 financial year and Our City Shaping Projects 2026-2027 to include updated information related to the Western Sydney Infrastructure Grants (WSIG) Program as well as minor typographical changes. Once Council considers any submissions from community members, the final suite of documents will be presented to Council at the June 2026 meeting for adoption.

Operational Plan

The Draft Operational Plan covers the period 1 July 2026 to 30 June 2027, and is a sub-set of the Delivery Program 2025-2029. The Operational Plan specifies the activities Council will undertake in Year 2 of the Delivery Program.

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

Budget

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

The draft operating result for 2026/27 financial year is budgeted to be a deficit of \$1,418,000 before capital grants and contributions. The operating deficit is proposed to be a one off in nature, with Council forecast to return to an operating surplus in the following financial year. The deficit is primarily attributable to one off operational projects scheduled for completion in 2026/27.

Council will continue to deliver an extensive capital works program, including projects funded through the Western Sydney Infrastructure Grants Program. The total proposed value of capital works for the 2026/27 financial year is \$59,272,000, reflecting Council's ongoing commitment to infrastructure investment and community outcomes.

Highlights from the Statement of Revenue Policy

Rates

Revenue will be raised by way of general residential and non-residential rates, based on land values of all rateable properties in the Council area.

Council reviewed its rating category allocations to ensure charges are shared equitably and reflect the benefits delivered through Council spending. Following the review, business rating categories received a marginally higher share of the increase than residential categories.

The Estimated Rate Yield for 2026–2027 with the IPART - Rate Peg increase of 4.1% and proposed rates are shown in the following table:

2026/2027 RATING STRUCTURE WITH +4.1% IPART Rate Peg and Other Mandatory Adjustments						
RATE TYPE	CATEGORY	TOTAL NUMBER OF ASSESSMENTS	RATE IN THE DOLLAR	NUMBER MIN. RATE ASSESSMENTS	MINIMUM RATE \$	NOTIONAL YIELD \$
Ordinary	Residential	10,652*	0.00103890	4,970*	\$1,352.61	\$19,279,885
Ordinary	Business A	431*	0.00223046	162*	\$1,479.18	\$1,948,020
Ordinary	Business B	41	0.00322595	2	\$1,479.18	\$761,140
Ordinary	Business C	29	0.00318423	2	\$1,479.18	\$616,541
Ordinary	Business D	42	0.00784974	4	\$1,892.25	\$3,636,091
Ordinary	Residential Town Centre	3,888	0.00093851	3,848	\$1,724.97	\$6,975,838
Ordinary	Town Centre - Minor Business	503	0.00272843	313	\$1,891.73	\$2,531,237
Total		15,586		9,301		\$35,748,752

The rates for 2026-2027 will be levied on land valuations supplied by the NSW Valuer General with a base date of 1 July 2025.

Council Additional Pensioner Rebate

Since 2018–2019 Burwood Council has offered extra pensioner rate rebates to eligible pensioners, in addition to other pensioner rates concessions. The amount of the Council additional rebate for the 2026–27 rating year will be \$125.

Residential Waste Service Charge

Residential waste service charges are made on an annual basis and are equal to the cost of providing residential waste removal and disposal, recycling and waste management education.

The *standard* Residential Waste service consists of a 120 litre bin, a 240 litre recycling bin, a 240 litre green waste bin and two general clean-ups per annum.

The *large* Residential Waste service consists of a 240 litre bin, a 240 litre recycling bin, a 240 litre green waste bin and two general clean-ups per annum.

In 2026-2027 it is proposed that the *standard* Residential Waste Service Charge will be set at \$664.00, representing an increase of \$60.00 compared to the 2025-2026 Residential Waste Service Charge.

In 2026-2027 it is proposed that the *large* Residential Waste Service Charge will be set at \$821.00.

The yield of the Residential Waste Service Charges is estimated to be \$10,458,607.

Refer to the Report to Council 'Fees and Charges Addition – New Standard 240 Litre Bin' for further explanation regarding charges for additional bins.

Proposal

That Council endorse the updated Delivery Program 2025–2029 (Year 2), Draft Operational Plan 2026–2027, Draft Budget 2026–2027, Draft Statement of Revenue Policy, Draft Fees and Charges 2026–2027 and updated Resourcing Strategy (including Long-Term Financial Plan) and authorise the General Manager to place the documents on public exhibition until 16 June 2026.

Consultation

The activities and projects identified in the Draft Operational Plan 2026–2027 have been informed by the priorities established by the community through the development of Burwood's Community Strategic Plan, Burwood2036, and continue the objectives and actions outlined in the adopted Operational Plan 2025–2026.

Subject to Council endorsement, the documents will be placed on public exhibition for a period of 28 days and made available on Council's website.

During the exhibition period, members of the public will be invited to make written submissions to Council. Following the close of the public exhibition period, Council will consider all submissions received prior to the adoption of the documents at the June 2026 Council Meeting.

Planning or Policy Implications

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

Council reviews the Delivery Program each year, prior to preparing the Operational Plan, to ensure it is still moving in the right direction. As with any long term plan, major circumstances need to be

considered that might affect the prioritisation of activities and services, such as changes in legislation, a significant failure of infrastructure, a major flood etc.

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

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

Financial Implications

The resourcing of the Draft Operational Plan 2026–2027 is detailed in the Draft Budget 2026–2027.

Conclusion

The Draft Operational Plan 2026–2027 and associated integrated planning and reporting documents have been prepared in accordance with the requirements of the Local Government Act 1993 and reflect Council's ongoing commitment to delivering the priorities and aspirations identified by the community through Burwood 2036.

Public exhibition of the documents will provide the community with an opportunity to review and provide feedback on Council's proposed activities, projects and financial direction for the coming year. Following the exhibition period, all submissions received will be considered prior to the final adoption of the documents by Council.

Recommendation(s)

1. That Council endorse the updated Delivery Program 2025-2029 (Year 2), the Draft Operational Plan 2026–2027, Draft Budget 2026–2027, Draft Statement of Revenue Policy 2026-2027 and updated Long-Term Financial Plan (included in Council's Resourcing Strategy) and place the documents on public exhibition for 28 days until 16 June 2026.
2. That Council endorse the Draft Schedule of Fees and Charges 2026–2027, and place the document on public exhibition.
3. That a notice of the public exhibition be published on Council's website and social media platforms inviting public submissions, and copies of the draft documents be made available on Council's website.
4. That following the public exhibition period, a report, including a summary of submissions received, be prepared for Council's consideration and adoption.

Attachments (See separate Attachments paper)

- 1⇒ Burwood Delivery Program 2025-2029 (Year 2) and 2026 - 2027 Operational Plan
- 2⇒ Burwood Resourcing Strategy 2026 - 2036

(Item 34/26) Fees and Charges Addition - New Standard 240 Litre Bin Allocation for Single Unit Dwellings

File No: 25/33003

Report by General Manager

Summary

At the Council meeting of 23 June 2025 it was resolved that:

1. Residential properties be permitted to apply for increased waste bin capacity in the form of a single 240 Litre bin, rather than having to request a second 120 Litre waste bin.
2. Staff review the Fees and Charges for increased waste bin capacity provided to residential properties compared with residential flat buildings

This report outlines a modification to the proposed Fees and Charges relating to additional waste bins and provides single unit dwellings with the option to request additional waste bin capacity in the form of a 240 litre bin.

Operational Plan Objective

A.70 – Deliver scheduled domestic and business kerbside waste and recycling collection service.

Background

Single-unit Dwellings (SUDs) can obtain additional general waste capacity by purchasing an additional 120L bin. There was no option in 2025/26 for SUDs to upgrade their service to a 240L general waste bin.

SUDs can obtain additional general waste capacity by purchasing an additional 120L bin for \$916 per bin (\$7.64 per litre of capacity).

Multi-unit dwellings (MUDs) can obtain additional General Waste capacity by purchasing an additional 120L bin or an additional 240L bin at a cost of \$916 for a 120L bin (\$7.64 per litre of capacity) and \$1,069 for a 240L bin (\$4.45 per litre of capacity).

There is a significant difference in the cost of obtaining an additional 120L general waste bin (\$7.64 per litre of capacity) and 240L general waste bin (\$4.45 per litre of capacity). As SUDs can only obtain the additional 120L general waste bin this was considered as potentially disadvantageous compared to MUDs residents.

Table 1 below outlines what optional services nearby Councils provide to residents in order to obtain additional general waste capacity and the associated cost.

Table 1

Council	Additional Capacity – SUDs		Additional Capacity – MUDs	
	120L waste bin	240L waste bin	240L WB	660L WB
Canada Bay Council	Not available	Not available	Not available	\$1,590.00
Sutherland Council	\$421.00	Not available	\$884.00	Not available
Inner West Council	Not available	Not available	Not available	Not available
Georges River Council	\$191.00	\$382.00	nil	nil
Burwood Council	\$916.00	Not available	\$1,069.00	\$2,393.00
Strathfield Council	\$893.00	Not available	Not available	Not available
Canterbury Bankstown Council	\$362.00	Not available	\$399.00	\$1,098.00
Cumberland Council	Not available	Not available	Not available	Not available
Parramatta Council	\$531.57	\$801.48	\$801.48	\$2,018.55

Proposal

As per the Council Resolution, it is recommended that SUDs be provided the option of additional general waste capacity by requesting a 240L general waste bin. This has been included in the 2026/27 Fees and Charges.

As per part 2 of the Council resolution a review of the fees and charges for additional waste capacity has also been undertaken.

As a result of the review of nearby councils' fees and charges, calculation of actual costs that would be incurred and the imbalance between SUDs and MUDs, the following fees and charges (Table 2) are proposed (as outlined in the proposed Fees & Charges tabled at this Council Meeting).

Table 2 – Proposed Fees and Charges 2026/27

Service	General waste	Recycling	Green	2025/26	2026/27
Residential – Standard	120L	240L	240L	\$604.00	\$664.00
Residential – Large	240L	240L	240L	n/a	\$820.94
Additional capacity	120L	-	-	\$916.00	\$461.97
Additional capacity	240L	-	-	\$1,069.00	\$618.94

Consultation

Consultation has been undertaken with internal staff. External consultation will be undertaken as part of the 28 day exhibition of the 2026/27 Fees and Charges.

Planning or Policy Implications

No Planning or Policy implications.

Financial Implications

Based on the number of 2025/26 services it is estimated the financial impact of reducing the fees and charges for additional capacity (120L and 240L general waste bins) will be approximately \$278,000. This has been factored into the proposed 2026/27 Budget, and will be included in the Waste Levy.

Conclusion

Following a review and comparative analysis for the provision of additional waste bins, it is proposed to introduce a new fee to allow single unit dwellings to obtain a 240-litre bin as a substitute for a 120 litre bin; and adjust Fees and Charges to balance pricing between residents in SUDs and MUDs in relation to the cost of purchasing additional general waste bin capacity.

Recommendation(s)

That Council receive and note the report.

Attachments

There are no attachments for this report.

(Item 35/26) Community Grants Program 2025/2026

File No: 26/19096

Report by Director Community Life

Summary

This report provides recommendations for the allocation of funding under Council's Community Grants Program 2025/2026 for consideration and approval by Council. Funding recommendations are outlined under Attachment 1 of this report.

A brief outcomes summary report outlining the community impact of the Community Grants Program 2024/2025 is also included under Attachment 3.

Operational Plan Objective

A.3 Deliver capacity building and funding initiatives to support the community sector, including the annual Community Grants, ClubGRANTS and the Councillor's Donation Programs.

Background

Burwood Council's annual Community Grants Program provides funding for programs, projects and events that address the identified social, cultural, recreational and environmental needs of the community and provide benefits to the residents of the Burwood Local Government Area (LGA).

This year, the total pool of funds available under the Program is \$80,000 with organisations able to apply for funding of up to \$5,000 per application. The funding allocation has been increased by \$20,000 compared to the previous year to support the implementation of the newly adopted *Creative Burwood Strategy 2025 – 2027*.

Proposal

The Community Grants Program 2025/2026 opened on 22 December 2025 and closed on Monday 23 March 2026. 38 applications were received requesting a total of \$175,403.50. Two applications were deemed ineligible.

An Internal Assessment Panel comprising staff from Council's Community and Culture Team along with subject matter expert input from Council's Community Safety, Library and Community Hub and City Strategy teams, assessed the applications received in accordance with the Community Grants Program Guidelines included under Attachment 2 of this report. The recommendations for funding were subsequently reviewed by the Director Community Life to ensure alignment with the Program Guidelines, Council's strategic priorities and identified community needs.

A total of 20 applications are recommended for funding, as outlined in the Assessment Panel Ranking Table included under Attachment 1. The Community Grants Program is a competitive process and reasons for not recommending funding for the remaining applications are also summarised in the attachment, including any projects deemed ineligible.

Following Council's decision all applicants will be notified of the outcome of their application. Unsuccessful applicants will be offered an opportunity for feedback and support, including information about other available grant opportunities, such as the Burwood ClubGRANTS Program, which closes on 31 May 2026.

Consultation

The Community Grants Program was actively promoted through Council's website, e-news and social media platforms, Council's Multicultural Advisory Committee, Disability Inclusion Advisory

Panel, local community and interagency networks, Council's community organisation databases and previous grant recipients from December 2025 to March 2026.

Grant Support Program

To support applicants, Council delivered a suite of grant supports including:

- **Grants Information Sessions** - two information sessions were provided on 4 and 17 February 2026 (one face to face daytime session and one online evening session). An interpreter was available upon request for each session. Participants received information about funding priorities, assessment criteria, how to address the guidelines and provide realistic budgets, and the grant assessment process. Nine (9) participants attended the information sessions, with positive feedback received from attendees.
- **Grant Writing Workshop** - a 3-hour, grant writing workshop was held on 25 February 2026. Participants were provided with practical skills support and resources to develop and write their grant applications. Representatives from thirteen (13) community organisations attended the workshop with 100% of attendees 'Highly Satisfied' or 'Satisfied' with the workshops and support provided.
- **1:1 Feedback/Advisory Desks** - phone or face-to-face sessions were available enabling applicants to get feedback on their draft application, discuss their project idea, check eligibility or ask questions. Five (5) organisations accessed the Advisory Desk service.
- **Grant Enquiries via Email/Phone** – Nine (9) organisations were supported with phone or email enquiries.

Planning or Policy Implications

All applications submitted under the Community Grants Program 2025/26 have been assessed in accordance with the eligibility, funding priorities and assessment criteria outlined in the Community Grants Program Guidelines included under Attachment 2. The report recommendations also meet the legislative requirements prescribed under Section 356 of the *Local Government Act 1993*.

A review of the Community Grants Program Guidelines will be undertaken prior to the release of the 2026/27 Program to establish two distinct funding streams - one focused on support for community services and community development initiatives, and the other dedicated to supporting local arts, cultural and event-based projects.

Financial Implications

Funding of \$80,000 for the Community Grants Program is available within the approved Operational Budget 2025/26.

As the total funding available is limited, it is recommended that 8 applications receive partial funding. This approach is based on an assessment of the budgets submitted and will allow the program to support a greater number of community projects and achieve broader community benefit.

Options

Council can opt to endorse the funding recommendations outlined in this report or amend the funding allocations. A funding source must be identified should Council opt to grant additional funds beyond the \$80,000 funding pool available.

Conclusion

The 20 applications recommended for funding under the Community Grants Program 2025/26 aim to deliver significant community benefits across the Burwood Local Government Area. The recommendations for funding are submitted for Council's consideration and adoption.

Recommendation(s)

That Council:

1. Approves the 20 applications recommended for funding as outlined under Attachment 1 and allocates \$80,000 from the Community Grants Program budget 2025/26.
2. Advises all applicants of the outcome of their application and provides feedback and support to applicants that were unsuccessful.

Attachments

- 1 [↓](#) Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations
- 2 [↓](#) Community Grants Program Guidelines 2025-26
- 3 [↓](#) Community Grants Program 2024/25 Outcomes Summary Report

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

Burwood 2025/2026 Community Grants - Assessment Panel Rankings and Funding Recommendations								
#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
APPLICATIONS RECOMMENDED FOR FUNDING								
1	St Paul's Parish Burwood	St Paul's Parish Pantry	St Paul's Parish Pantry is an established food assistance program providing weekly access to culturally appropriate, fresh and good quality food for people experiencing food stress in Burwood LGA. The project supports approximately 230 people per week, primarily seniors, CALD community members, women and people with disability, many of whom are retirees with limited income, health issues and language barriers. Grant funding will be used to purchase food to meet this urgent and increasing need.	230 each week (5 weeks)	100%	\$5,000	\$5,000	The project meets the Social Inclusion, Community Cohesion, Health and Wellbeing funding priorities. It will increase food security, reduce isolation, and improve wellbeing for vulnerable and low income residents and responds to increased demand, cost of living pressures and will provide direct, practical support to residents in need. Aligns with: <i>Burwood2036; Safer Burwood 2023-2027; Multicultural Burwood 2024-2028; Disability Inclusion Action Plan 2022-2026.</i>
2	Nepalese Hindu Society Of Australia	Teej Festival 2026	The Teej Festival 2027 is a vibrant and culturally significant community celebration for the Nepalese and broader multicultural community in Burwood Park. The festival celebrates women's wellbeing, cultural heritage, and community connection through traditional music, dance, food and cultural activities. Grant funding will contribute toward the costs associated with delivering the festival, including event logistics, cultural programming and venue-related expenses.	4,000	50%	\$5,000	\$5,000	The project meets the Social Inclusion, Community Cohesion, and Health and Wellbeing funding priorities. It will foster increased participation and connection for women and girls, CALD community and news arrivals and delivers cultural outcomes and responds to the need for inclusive opportunities for people to connect, share culture, and feel a sense of belonging. Aligns with: <i>Burwood2036; Creative Burwood 2025-2035; Multicultural Burwood 2024-2028; Youth Action Plan 2024-2027.</i>
3	KU Burwood Preschool	KU Burwood Community Learning Garden	KU Burwood Preschool will set up a sustainability learning garden at their preschool in Minna Street, Burwood. The garden will help young children and their families learn about gardening, food growing and caring for nature with biodiversity features such as insect hotels to support local bird and insect life and opportunities for families to share plants. Grant funding will be used to buy raised garden beds, soil and compost, edible and native plants, a worm farm and outdoor educational signage.	200+	97%	\$5,000	\$5,000	The project meets the Social Inclusion, Community Cohesion and Health and Wellbeing funding priorities. It supports environmental education and participation in sustainability for children and families, people with disability in Burwood and will provide practical, clear information and hands-on learning. Aligns with: <i>Burwood2036; Sustainable Burwood and Multicultural Burwood 2024-2028.</i>
4	Climate Action Burwood Canada Bay	Building a Sustainable Community	The project will deliver a series of practical sustainability activities for residents in the Burwood LGA to help people understand renewable energy, home electrification and everyday sustainable living. The project includes community information sessions, pop-up advice events and small hands-on activities, reaching around 200 local residents. Grant funding will be used for venue hire, materials, translations and basic event costs, supporting accessible and practical learning to help the community make more sustainable choices.	200	70%	\$2,970	\$2,970	The project meets the Social Inclusion and Capacity Building funding priorities. It will support environmental education and participation in sustainability for general community in Burwood and will provide practical, clear information and hands-on learning. Aligns with: <i>Burwood2036 and Sustainable Burwood.</i>
5	The Greek Orthodox Parish and Community of Burwood and District Saint Nectarios Limited	The Cottage Kitchen	The Cottage Kitchen is an established, a weekly food support program for people in need in Burwood. The project will support service delivery which provides free, home-cooked meals for seniors, people with disability, people experiencing illness and households affected by cost-of-living pressures. Grant funding will be used to purchase fresh ingredients for the meals, helping the volunteer-run kitchen continue to meet growing local need.	150 each week	70%	\$5,000	\$5,000	The project meets the Social Inclusion, Community Cohesion, Health and Wellbeing funding priorities. It will increase food security, reduce isolation, and improve wellbeing for vulnerable and low income residents and responds to increased demand and cost of living pressures. Aligns with: <i>Burwood2036; Safer Burwood 2023-2027; Multicultural Burwood 2024-2028; Disability Inclusion Action Plan 2022-2026.</i>
6	Metro Assist and CABL Ltd	ArtConnect Youth Program	The project is a short-term youth art therapy initiative designed to improve the emotional wellbeing, resilience and social connection of young people aged 12-25 living in Burwood LGA. It will involve delivery of four structured group art therapy sessions facilitated by a qualified art therapist, using creative, youth-friendly approaches to support young people experiencing stress, anxiety and social isolation. The program aims to reduce stigma associated with traditional mental health services and provide early intervention support in a safe community setting. Grant funding will be used to engage a qualified art therapist deliver the program.	17	100%	\$5,000	\$4,000	The project meets the Social Inclusion and Health and Wellbeing funding priorities. It responds to gaps in accessible early youth mental health support and will support wellbeing, confidence, and social connection for young people for young people in Burwood. Aligns with: <i>Burwood2036 and Youth Action Plan 2024-2027.</i> Note: Partial funding is recommended to support the art therapist role and ensure value for money.

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
7	Inner West Neighbour Aid Incorporated	Active Ageing Through Gentle Movement and Creativity	The project will deliver a weekly community-based program supporting seniors in the Burwood LGA to maintain physical health, mental wellbeing and social connection. The program will run for 6 weeks with two small groups, combining gentle exercise, creative activities, cognitive stimulation and facilitated social interaction in a welcoming group setting. Each session will include time for social connection, light movement tailored to different abilities, and engaging group activities that support wellbeing and independence. Grant funding will support program delivery costs, including instructors, materials and catering.	20	80%	\$5,000	\$4,500	The project meets the Social Inclusion and Health and Wellbeing funding priorities and will reduce isolation and support health and wellbeing for seniors in Burwood. Aligns with: <i>Burwood2036; Safer Burwood 2023-2027</i> . Note: Partial funding is recommended to support the project delivery costs and ensure value for money.
8	Women's and Girls' Emergency Centre	Women in Touch: Car Maintenance Workshops	The project will deliver two car maintenance workshops for women taking part in the Women in Touch community program in Burwood. The workshops are designed for women with no prior experience and focus on building confidence and practical skills. Grant funding will support delivery of the workshops, learning materials and childcare.	30	60%	\$4,331	\$4,331	The project meets the Social Inclusion, Community Cohesion and Capacity Building funding priorities and will increase participation and strengthen community connection for women and girls, CALD community members and new arrivals in Burwood. The project responds to an identified local need and will deliver practical, accessible activities and supports for participants. Aligns with: <i>Burwood2036; Safer Burwood 2023-2027; Multicultural Burwood 2024-2028; Creative Burwood 2025-2035</i> .
9	Rainbow Crossing Inc.	Youth Amplified: Lead, Create, Broadcast Workshop	The project is a 6-session youth leadership and digital storytelling program delivered at the Burwood Community Hub. The program strengthens youth voice, participation and future-ready skills for local young people from diverse backgrounds. Through interactive workshops, participants build communication and leadership skills and gain hands-on experience in podcasting, content creation and digital media production. The program concludes with a live, youth-led podcast episode recorded and published through established platforms. The program provides accessible pathways into creative expression, civic participation and media literacy. Grant funding will support facilitators, venue hire, materials, equipment, catering and promotion.	40	100%	\$5,000	\$5,000	The project meets the Social Inclusion, Community Cohesion and Capacity Building funding priorities and will build the confidence, communication, leadership and digital media skills of young people, equipping them with practical, transferable skills and pathways into creative industries and future employment. Aligns with: <i>Burwood2036; Youth Action Plan 2024-2027; Multicultural Burwood 2024-2028; Creative Burwood 2025-2035</i> .
10	Ebenezer Mission	Eben Inclusive Arts Academy - After-School Program	The project is an inclusive, arts-based program designed for young people, including those with disability, to engage in meaningful activities after school hours. The program will run during the school term and offer regular sessions in music, visual arts and performance in a supportive and inclusive environment. Grant funding will be used for program facilitation, arts materials and supplies, and basic coordination costs to support participation. Grant funding will be used for program facilitation, arts materials and supplies, and basic coordination costs to support participation, skill development and social connection.	30	70%	\$5,000	\$4,300	The project meets the Social Inclusion, Community Cohesion and Capacity Building funding priorities and will increase inclusion and participation for children and young people with disability in Burwood. The project responds to barriers to access and participation and will support more inclusive involvement in community life. Aligns with: <i>Burwood2036; Disability Inclusion Action Plan 2022-2026; Youth Action Plan 2024-2027; Creative Burwood 2025-2035</i> . Note: The recommended funding amount matches the total eligible budget costs. The Equipment and Setup budget item of \$700 was duplicated in the budget and has been removed.
11	Burwood Library Wrap with Love	Wrap With Love	Wrap With Love is a volunteer-led community project where around 30 local participants meet regularly to knit and crochet squares that are made into warm blankets (wraps) for people in need, including those experiencing homelessness, hardship or displacement. The project supports both practical assistance for vulnerable people and social connection for volunteers, many of whom may be socially isolated. Grant funding will be used to purchase yarn and basic materials needed to make the wraps.	30	96%	\$1,000	\$1,000	The project meets the Social Inclusion, Community Cohesion and Health and Wellbeing funding priorities and will increase participation and strengthen community connection for general community in Burwood. Aligns with: <i>Burwood2036</i> .
12	St. Anthony's Family Care	Inclusive Excursions for Young Children of All Abilities at Figtree	Children with mobility or behavioural support needs, as well as babies and toddlers, can face barriers to participating in walks, outings and nature-based experiences without specialised equipment. This can limit opportunities for social interaction, sensory exploration, connection with country and engagement with the wider community. The project will support children at Figtree Early Learning Centre to take part in outdoor walks, community experiences and local excursions by purchasing three multi-seat strollers, enabling all children to safely and inclusively join group activities.	80	90%	\$4,907	\$4,907	The project meets the Social Inclusion, Community Cohesion and Capacity Building funding priorities and will increase inclusion and participation for people with disability for children and families, people with disability in Burwood. The project responds to barriers to access and participation and will support more inclusive involvement in community life. Aligns with: <i>Burwood2036; Disability Inclusion Action Plan 2022-2026</i> .

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
13	Asian Women at Work Inc.	Flavours and Rhythms: Chinese-Nepalese Women's Cultural Exchange in Burwood	The project is a 10-12 week cultural exchange program in Burwood for Chinese and Nepalese migrant women, many of whom experience social or cultural isolation due to language and cultural barriers. It will bring participants together through culturally meaningful activities such as traditional cooking, dance workshops, cultural sharing circles, and community celebrations. Participants will have the opportunity to learn each other's cuisines, experience traditional music and dance, and share personal stories, customs, and values in a welcoming and supportive environment. Grant funding will support venue hire, facilitators, ingredients and materials and catering.	60	95%	\$5,000	\$5,000	The project meets the Social Inclusion and Community Cohesion funding priorities. It will benefit local residents by increasing social connection and reducing isolation, improving confidence and wellbeing, strengthening cross-cultural understanding. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028; Creative Burwood 2025 - 2035.</i>
14	Assisted Community Living Limited	Gig Buddies Burwood	The project pairs adults with disability with trained volunteers (Gig Buddies) to attend local events and cultural, social and recreational activities. Each matched pair will catch up once a month for a minimum of one year, helping reduce loneliness and supporting friendships to develop over time through shared interests. The program also includes group social outings in public places and engagement with local venues and businesses to increase inclusive participation in mainstream community life. Grant funding will support program coordination, volunteer recruitment and training, participant matching and support, promotion, event and activity costs and transport assistance.	50	100%	\$4,500	\$4,500	The project meets the Social Inclusion , Community Cohesion and Health and Wellbeing funding priorities and will reduce loneliness and social isolation, strengthen wellbeing, build confidence and skills, and increase community connection for local residents with disability. Aligns with: <i>Burwood2036; Disability Inclusion Action Plan 2022-2026; ; Creative Burwood 2025 - 2035; Safer Burwood 2023-2027.</i>
15	Sydney United Sports Club Ltd	Club Support - Junior Cricket and Girls Program	The project will deliver a six-week community cricket program for children and young people aged 5 to 16 at Henley Park, with a strong focus on girls and young people from multicultural and newly arrived communities. The program aims to improve access, confidence and inclusion in sport by reducing financial and cultural barriers that limit participation in junior and girls' cricket. The project will include weekly, inclusive cricket training sessions facilitated by qualified coaches, with activities designed to be beginner-friendly and development focused. Grant funding will be used to provide essential cricket equipment and uniforms, including bats, balls, protective gear and team uniforms, ensuring all participants can take part regardless of financial circumstances.	50	100%	\$5,000	\$3,250	The project meets the Social Inclusion , Community Cohesion and Community Safety funding priorities, responds to low junior and girls' cricket participation and feedback from schools, community groups and volunteers highlighting barriers including cost, confidence and cultural inclusion. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028; Youth Action Plan 2024-2027; Safer Burwood 2023-2027.</i> Note: Partial funding is recommended to prioritise delivery of the core activities - weekly cricket sessions and essential equipment and uniforms.
16	Chinese Australian Services Society Limited	Safe Start - Law, Safety and Support for New Arrivals	The project will support new arrivals, temporary visa holders and international students living in the Burwood LGA to improve their legal literacy, community safety and social inclusion. It will deliver three community and legal education workshops, one guided visit to a local service (Burwood Library, police station or court), and 20 one-on-one casework sessions offering tailored support. The guided visit will provide participants with practical exposure to local services and help build confidence, trust and understanding of help-seeking pathways. Grant funding will support bilingual caseworker assistance, venue hire, workshop refreshments, promotion, community tour and activity costs.	150	80%	\$5,000	\$5,000	The project meets the Social Inclusion , Community Cohesion and Community Safety funding priorities. The project provides a practical and accessible early intervention approach that supports community safety and wellbeing for new arrivals, temporary visa holders and international students living in Burwood. It responds to Burwood's high concentration of international student renters (with 24% of renting households in Burwood LGA - the highest proportion of any LGA in Australia). Aligns with: <i>Burwood2036; Youth Action Plan 2024-2027; Multicultural Burwood 2024-2028; Safer Burwood 2023-2027.</i>
17	Burwood Croydon Uniting Church	Community Cultural Lunch Program	The project will deliver a series of monthly community cultural lunches in Burwood, bringing together diverse cultural groups, including international students, new arrivals and the wider community to celebrate multiculturalism, strengthen relationships and share food and traditions. Activities include shared meals, cultural storytelling, performances and facilitated discussion. Grant funding will be used for food, catering and event music costs.	400	100%	\$5,000	\$3,500	The project meets the Social Inclusion , Community Cohesion and Health and Wellbeing funding priorities and will increase participation, strengthen community connection, and celebrate cultural diversity. The project responds to the need for inclusive opportunities for people to connect, share culture, and feel a sense of belonging, particularly international students. Aligns with: <i>Burwood2036; Youth Action Plan 2024-2027; Multicultural Burwood 2024-2028; Creative Burwood 2025 - 2035.</i> Note: Partial funding of \$3,500 is recommended to support delivery of six events, reducing the program scope from ten events to better align with the available budget and cost detail provided.
18	St. Merkorious Charity	Supporting Second Chances in the Burwood Community	The project provides essential food support to clients of Burwood Community Corrections, a group at risk of financial hardship and reoffending. Each week, Merkorious Charity staff prepare 15 nutritious meals, which are collected by Burwood Community Corrections, ensuring clients have access to reliable meals, helping reduce stress and barriers to engagement, which can lower risk factors for reoffending. Grant funding will be used for food and material costs of the program.	750	70%	\$5,000	\$4,000	The project meets the Social Inclusion , Community Safety and Health and Wellbeing funding priorities. It addresses food insecurity, supports rehabilitation, health and wellbeing, empowering individuals to rebuild their lives and engage positively with the community. Aligns with: <i>Burwood2036; Safer Burwood 2023-2027.</i> Note: Partial funding of \$4,000 is recommended to contribute toward food and material expenses rather than staffing costs, which are ineligible and based on remaining available funding pool.

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
19	The St Paul's Burwood Community Choir	Sustain That Note!	The project supports the long-term sustainability of the St Paul's Burwood Community Choir, a well-established community music group that plays an important role in local wellbeing, connection and cultural participation. The project aims to strengthen the Choir's organisational capacity and financial stability so it can continue delivering accessible performances and creative opportunities for the Burwood community. The project supports a year-round program of weekly rehearsals and public performances, including three free or low-cost concerts each year and three additional performances at local aged care centres, where no donation is requested. These activities increase access to live music. Choir also provides mentoring and performance opportunities for young musicians, including local students and emerging semi-professional musicians, supporting skills development and community engagement. Grant funding will be used to support core music program delivery, including accompanist and conductor fees, music purchases and printing, membership costs, and the design and promotion of concert materials.	410	60%	\$5,000	\$1,700	The project meets Social Inclusion, Community Cohesion and Capacity Building priorities and will support local creative outcomes. Aligns with <i>Burwood2036</i> and <i>Creative Burwood 2025-2035</i> . Note: Partial funding of \$1,700 is recommended to contribute toward music purchases. Feedback: Council will continue to explore ways to collaborate on performance opportunities and further support through Council's Live Music Program.
20	Sydney Chinese Drum Art Troupe Incorporated	Traditional Multicultural Arts and Cultural Workshop	The project will deliver a year-long community arts program in Burwood providing accessible, low-cost cultural arts experiences for residents promoting creativity, social connection and cultural sharing. Led by experienced cultural artists, participants will take part in hands-on learning in traditional Chinese Calligraphy techniques and both Traditional and Modern Flower Arranging. Workshops will be open to residents of all ages and backgrounds, with a focus on engaging diverse community members, seniors, families and people who may be socially isolated. The program will provide a welcoming environment, building skills, confidence and connections while exploring cultural traditions. Grant funds will be used for venue hire, workshop facilitator and material costs.	160	70%	\$5,000	\$2,042	The project meets the Social Inclusion, Community Cohesion and Health and Wellbeing funding priorities and will increase participation and strengthen community connection through arts and culture. The project will provide accessible, low-cost cultural arts experiences that encourage creativity, social connection and cultural sharing. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028; Creative Burwood 2025-2035</i> . Note: Partial funding is recommended based on the remaining available funding pool, noting this would require a reduced project scope. Project delivery can be scaled back from a year long delivery to align with the available budget while retaining the core program elements, including facilitation, venue access and materials.
							\$ 80,000	

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
APPLICATIONS NOT RECOMMENDED FOR FUNDING (FUNDING POOL EXHAUSTED)								
21	CASS CARE Ltd	AI for Everyday Life – Seniors' Confidence and Connection	The project will deliver four 2-hour digital skills workshops for people aged 50+ living in or connected to Burwood, engaging seniors from Chinese- and Korean-speaking backgrounds. Small-group, language-specific, hands-on learning will build digital confidence and independence using practical AI tools for everyday tasks and strengthen social connection through shared learning. Participants will co-create an AI-assisted online poetry booklet, "A Day in Burwood". Grant funding will support venue hire, bilingual workshop facilitators, catering, workshop and training materials.	60	60%	\$5,000		The project meets the Social Inclusion, Community Cohesion and Capacity Building funding priorities and will build knowledge and confidence and increase participation in community life for seniors. The project responds to digital exclusion and will support participants to build confidence with everyday technology and services. Not recommended due to funding pool exhaustion. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028.</i> Feedback will be provided, including alternative funding pathways such as ClubGRANTS. Council will explore opportunities for collaboration through the Tech Savvy Seniors.
22	Inner West Neighbour Aid Incorporated	DanceMoves: Dance for Connection and Wellbeing	DanceMoves is a weekly community dance program for seniors, delivering 16 facilitated sessions at Woodstock Community Centre for 10 participants. Led by trained movement practitioners, sessions combine gentle movement, music and informal social time in a welcoming, no-judgement environment. The program aims to improve physical health, emotional wellbeing and social connection, particularly for seniors experiencing isolation, low confidence or reduced physical activity. Grant funding will support instructors, catering, marketing, fuel and program evaluation.	10	80%	\$4,000		The project meets the Social Inclusion and Health and Wellbeing funding priorities and promotes social connection, health and wellbeing amongst local seniors. Aligns with: <i>Burwood2036.</i> Not recommended due to funding pool exhaustion. Feedback will be provided, including alternative funding pathways such as ClubGRANTS. Council will continue to identify and explore opportunities for collaboration and partnership in supporting seniors with Council and other organisations.
23	SHER Foundation Ltd	Resilience and Connection for CALD men	The project will deliver five culturally safe, peer-based wellbeing workshops for 40 culturally and linguistically diverse men living in the Burwood LGA. Each two-hour session is delivered in small groups of eight at accessible community venues, creating a low-pressure environment that supports trust, participation and connection. Using a strengths-based, non-clinical approach, the workshops help participants build coping skills, share experiences and connect with local support networks. Grant funding will be used to cover facilitator costs, participant resources, food and refreshments, outreach, evaluation and venue costs.	40	90%	\$4,260		The project meets the Social Inclusion, Community Cohesion and Health and Wellbeing funding priorities, is evidence-based and promotes improved mental health, social connection and wellbeing amongst local CALD men. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028; Safer Burwood 2023-2027.</i> Not recommended due to funding pool exhaustion. Feedback: Council will provide the applicant with feedback, including alternative funding pathways such as ClubGRANTS. Council will continue to identify and explore opportunities for collaboration and partnership in supporting seniors with Council and other organisations.
24	Inspiration Dance Group Incorporated	Burwood Dance Community Connection	The project will deliver twice weekly low-cost, inclusive dance classes to support physical health, wellbeing and social connection for seniors, women and local residents. Participants will also deliver a series of free community performances at local clinics, nursing homes, and community events across Burwood. Grant funding will cover venue hire, professional dance teachers, insurance and promotion, performance costumes and props, participant transport, and basic audio equipment to deliver regular community dance classes and performances.	80	90%	\$3,336.50		The project meets Social Inclusion, Health and Wellbeing priorities and supports regular participation and connection. Aligns with: <i>Burwood2036; Multicultural Burwood 2024-2028.</i> Not recommended due to funding pool exhaustion. Feedback: Council will provide the applicant with feedback, including alternative funding pathways such as ClubGRANTS and continue to identify and explore opportunities for collaboration, support and performance opportunities.
25	St Anthony's Family Care	Digital Inclusion for Young People with Disability at Forge Ahead	The project will provide accessible technology in Forge Ahead's disability day program space to support young adults with disability (aged 16-30) transitioning from school into community life. Participants will use the equipment to build practical life skills, including online communication, digital literacy, budgeting activities, accessing community information and taking part in interactive learning programs. Grant funding will be used to purchase and install two desktop computers, monitors and keyboards, a 75-inch Smart TV and a wall mount. The technology will also support group learning, visual schedules, accessible media and shared activities that increase engagement, confidence, connection and ongoing digital skill development for communication and accessing services.	20	70%	\$4,950		The project meets the Social Inclusion, Health and Wellbeing and Capacity Building funding priorities and supports digital literacy and participation amongst young people with disability. Not recommended due to funding pool exhaustion. Aligns with: <i>Burwood2036; Disability Inclusion Action Plan 2022-2026; Youth Action Plan 2024-2027.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS.
26	C3 Burwood Ltd	C3 Cares Burwood: Pilot Community Workshop	The project will pilot series of practical life skills workshops supporting vulnerable residents experiencing homelessness, financial stress and isolation, focusing on cooking, wellbeing, budgeting and community connections. Grant funding will be used to deliver a five-session life skills program, covering workshop materials and catering, professional facilitation, participant resources, volunteer training, outreach, and program coordination to support vulnerable residents to build practical skills, confidence and connection.	20 - 30	100%	\$5,000		The project meets the Social Inclusion, Health and Wellbeing and Capacity Building funding priorities and will provide direct, practical support to residents in need. Aligns with: <i>Burwood2036; Youth Action Plan 2024-2027; Multicultural Burwood 2024-2028; Safer Burwood 2023-2027.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS and continue to explore other opportunities for collaboration and referral on life skills workshops and support for vulnerable community members.

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
27	The Benevolent Society	Empowering Carers - Continuing the Support	The project will deliver a year-long program of education and wellbeing workshops for unpaid carers, building resilience, practical skills and peer connection through Mental Health First Aid, dementia support, carer information sessions, Mandarin-language workshops for CALD carers, and a boundaries and communication workshop, with grant funding used to cover facilitator, catering and material costs.	150	90%	\$5,000		The project meets the Social Inclusion, Health and Wellbeing and Capacity Building funding priorities and builds on a previously funded program. Aligns with: <i>Burwood2036; Disability Inclusion Action Plan 2022-2026; Multicultural Burwood 2024-2028; Safer Burwood 2023-2027.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS, and continue to explore other opportunities for collaboration and partnership include dementia and carers week initiatives.
28	RDJ-FM Community Radio Co-op Ltd	Local Community Engagement and Accessibility with Radio 2RDJ-FM 88.1	The project seeks to improve accessibility and community engagement through minor WHS upgrades and an open day, supporting local residents to engage with community radio. Grant funds are sought to upgrade office furniture, equipment and blinds as well as venue hire, stationary and catering costs for an open day.	100	70%	\$2,000		The project meets the Community Cohesion, Health and Wellbeing and Capacity Building funding priorities. The majority of the requested budget relates to capital costs, including blinds, furniture and equipment, which are not eligible for funding under the program guidelines. Aligns with: <i>Burwood2036; Creative Burwood 2025-2035; Multicultural Burwood 2024-2028.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS, and continue to explore other opportunities for collaboration and support.
29	Usman Khawaja Foundation Limited	Usman Khawaja Cricket Program	The project will deliver a six-week free community cricket program for children and families from multicultural backgrounds, reducing barriers to participation and strengthening community connection through sport. Grant funds will be used to engage external coach coordinators, deliver marketing and promotion activities, and provide volunteer uniforms.	100	100%	\$5,000		The project meets Community Cohesion, Health and Wellbeing and Capacity Building priorities. Aligns with <i>Burwood2036.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS.
30	Special Children Services Centre Inc	Burwood CALD Senior Health and Wellbeing Series	The project will deliver a series of bilingual health and wellbeing seminars for CALD seniors, improving health literacy, confidence and access to services in a culturally accessible format. Grant funds will be used to deliver a six-session program covering professional speaker fees, venue hire, project coordination, catering for participants, volunteer support, and printing, promotion and insurance costs to support safe and effective program delivery.	30	85%	\$5,000		The project meets Health and Wellbeing priorities and supports seniors' participation. Aligns with <i>Burwood2036.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS, as well as collaboration or partnership opportunities.
31	Stepping Out Program	Supporting Women Survivors of Child Sexual Abuse: Burwood Community Training	The project will deliver trauma-informed training workshops for community workers and volunteers to better support CALD women survivors of sexual violence. Grant funds will be used to engage qualified facilitators, support project coordination, deliver training materials, provide CALD-accessible translated resources, cover venue hire and light refreshments, for the delivery of three workshops.	72	80%	\$5,000		The project meets Health and Wellbeing and Capacity Building priorities and will strengthen local capacity through practical training and resources. Aligns with <i>Burwood2036, Multicultural Burwood.</i> Not recommended due to limited funding availability in this round. Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS, as well as explore collaboration or partnership opportunities.
32	Our Race Community Ltd	Story Holder Workshops: Reclaim, Advocate, Own Your Story	The project will deliver a series of free workshops supporting CALD residents to understand their rights, advocate ethically and regain control over their personal stories. Grant funds will be used to design and deliver a facilitated workshop, including facilitator fees, venue hire, promotion, participant workbooks, catering, evaluation activities and essential administration costs.	30	70%	\$5,000		The project aligns with Social Inclusion and Community Cohesion priorities and offers an innovative approach. Aligns with <i>Burwood2036, Multicultural Burwood.</i> Feedback: Council will provide the applicant with feedback on their application and alternative funding pathways, such as ClubGRANTS.
33	Strathfield Musical Society	Strathfield Musical Society Presents Come From Away	A junior community musical theatre production of 'Come From Away' at the Latvian Theatre providing skills development opportunities for local creatives and affordable live theatre for residents. Grant funds will be used toward venue hire and production elements such as lighting, sound, performers, musicians, sets, costumes, promotion and front-of-house operations.	950	60%	\$5,000		The project aligns with Social Inclusion and Health and Wellbeing priorities. Aligns with <i>Burwood2036</i> and <i>Creative Burwood 2025-2035.</i> Feedback: Council will provide the applicant with feedback on their application and other grant opportunities, such as ClubGRANTS.
34	Australian Chinese Preventive Medicine Association Incorporated	Bridging Care: Building Digital Health Literacy for Burwood's Chinese Seniors	The project will deliver bilingual digital health literacy workshops supporting Chinese seniors to communicate confidently with doctors, understand health and welfare systems, and reduce anxiety when accessing care, using culturally safe health talks, interactive learning and accessible AI tools to strengthen wellbeing, inclusion and participation. Grant funds will be used for bilingual speakers and facilitators, catering, translated and printed materials, marketing and promotion, and project evaluation.	100	90%	\$4,980		The project meets Social Inclusion and Health and Wellbeing priorities. Aligns with <i>Burwood2036; Multicultural Burwood.</i> Feedback: Council will provide the applicant with feedback on their application and other grant opportunities, such as ClubGRANTS.

Item Number 35/26 - Attachment 1

Schedule of Community Grants Program 2025/26 Applications - Internal Assessment Panel Rankings and Recommendations

#	Organisation Name	Project Title	Project Summary	Project Beneficiaries	Local residents (%)	Total Amount Requested (\$)	Amount Recommended (\$)	Internal Assessment Panel Comments
35	Second Act Arts	Chronicle : Burwood	Chronicle is a community storytelling project that aims to bring local residents' lived experiences into a shared public performance, published book and ongoing writing group. Guided reflection workshops undertaken online, supported by an AI storytelling tool, help participants structure memories, identify key themes and build confidence in shaping their stories before working with professional artists and writers. These stories are presented in a live event and captured in a high-quality community publication, with the project continuing through a Local Scribes group that supports ongoing creative expression, connection and participation. Grant funds will be used to support the delivery of a community arts project, including lead artist fees and project direction, participant and stakeholder coordination, workshop assistance, materials and book production, marketing and outreach, venue hire, technical equipment, documentation and installation costs.	3000 online, 495 live event	85%	\$5,000		The project meets Social Inclusion and Community Cohesion priorities and contributes to Creative outcomes. The project was not recommended for funding due to limited demonstrated local connections, unclear delivery arrangements, concerns regarding the sustainability and ongoing support of the proposed local writing group, and the inclusion of staff wages in the budget, which are not an eligible expense under the funding guidelines. Aligns with <i>Burwood2036; Creative Burwood 2025-2035</i> . Feedback: Council will provide the applicant with feedback on their application and other grant opportunities, such as ClubGRANTS.
36	Rotary Club of Strathfield Incorporated	Police Officer Awards	An awards event held at Burwood RSL recognising police officers and volunteers serving the Burwood Police Area Command. The awards aim to recognise excellence in service and promote positive community-police relationships. Funds raised on the evening also support Police Legacy. Grant funds will be used for audiovisual support associated with venue hire, marketing and promotion, plaques and awards, catering for nominees, local entertainment, printing, decorations and evaluation.	300	50%	\$4,000		The project aligns with Community Cohesion and Community Safety priorities. Aligns with <i>Burwood2036</i> . Feedback: Council will provide the applicant with feedback on their application and other grant opportunities, such as ClubGRANTS.
INELIGIBLE APPLICATIONS								
37	Chinese Professional Club, Australia Inc	Community Senior Social Dancing and Singing	The project is a year-long program of regular group dancing and singing sessions for senior residents of Burwood LGA at Fitzroy Hall. It aims to provide accessible, low-cost social activities that support physical movement, mental wellbeing and social connection for older people, friendship building and a sense of belonging. Grant funds will help cover venue and delivery costs, supporting the sustainability of the program and enabling it to continue providing positive health and wellbeing outcomes for Burwood seniors.	30	75%	\$5,000		The application was assessed as ineligible for funding as the applicant is not an incorporated not-for-profit organisation and does not meet the eligibility requirements of the Community Grants Program. Feedback: Council will provide the applicant with feedback on their application, alternative auspicing options and funding pathways.
38	Bluetongue Harmonica	Breath Blues and Community – Burwood Harmonica Workshops	The project is designed to support wellbeing and social connection through accessible, beginner-friendly harmonica workshops. It involves delivery of three relaxed group workshops for Burwood residents, teaching simple breathing techniques, rhythm playing and basic blues melodies. No prior musical experience is required. The workshops will conclude with a community harmonica jam session where participants can play together and share what they have learned. Grant funding cover delivery of harmonica workshops and one community jam session, purchase of harmonicas for participants, community venue hire, and local promotion and printing.	80	100%	\$5,000		The application was assessed as ineligible for funding as the applicant is an individual / sole trader and does not meet the eligibility requirements of the Community Grants Program. Feedback: Council will provide the applicant with feedback on their application and alternative auspicing options.



Burwood Community Grants Program Guidelines 2025/2026

GRANTS OPEN: 23 December 2025

GRANTS CLOSE: 23 March 2026



Burwood Council
2 Conder St, Burwood 2134
PO Box 240 Burwood NSW 1805

P (02) 9911 9911
E council@burwood.nsw.gov.au
www.burwood.nsw.gov.au

Applications for Community Grants will be accepted online from 23 December 2025 to 23 March 2026, 4pm.

1. Introduction

Burwood Council's annual Community Grants Program provides funding for projects that address identified need and deliver social, cultural, recreational and/or environmental benefits to residents of the Burwood Local Government Area (LGA).

The Community Grants Program assists Council to achieve strategic objectives outlined in the Community Strategic Plan, Burwood2036, and other related community strategies and plans.

Council encourages projects that:

- promote the social inclusion, connection and capacity of Burwood's diverse community including people of all ages and abilities
- are collaborative and community-led.

2. Funding Available

The total annual funding pool available in 2025/26 is \$80,000.

The maximum amount per application is \$5,000. Note all grants are GST exclusive.

You can apply for either financial support (cash), venue support (in-kind)* or a combination of both up to a total maximum of \$5,000 (see page 9 for further information*).

3. Who is eligible to apply?

To be eligible for funding, applicants must:

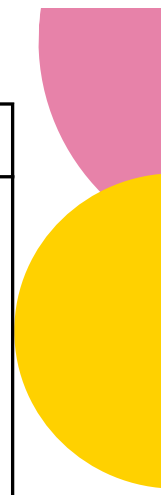
- Be a legally registered, incorporated not-for-profit organisation (or group).
- Unincorporated groups may be sponsored (auspiced) by an incorporated not-for-profit organisation.
- Have a current registered Australian Business Number (ABN).
- Be currently located, delivering or funded to deliver services/projects in the Burwood Local Government Area.
- Be able to provide proof of public liability insurance (minimum of \$20 million cover).
- Be able to demonstrate they have acquitted any previous grants from Burwood Council (or provided a project progress report if still ongoing).

Note:

- Individuals are not eligible to apply.
- Funded projects must be carried out in the 12 months after payment is made unless an extension is pre-approved by Council.
- Recipients that do not submit an acquittal or progress report may not be eligible for future Council grants.

4. Funding Priorities

PRIORITY	AREAS FOR PROJECT FUNDING
Social inclusion and participation	<p>Includes projects that:</p> <ul style="list-style-type: none"> • improve access to services and/or increased participation in community life especially by isolated, marginalised or vulnerable community members • support and increase participation in volunteering • support the participation of children and families, seniors, people with disability and their carers, new arrivals or international students in local activities/services • increase the participation of women and girls • improve access to services that address homelessness and the drivers of homelessness • improve employment and education outcomes for young people and other priority groups
Community cohesion and connection	<p>Includes projects that:</p> <ul style="list-style-type: none"> • strengthen cross-cultural or intercultural understanding and connection • acknowledge, respect and engage First Nations peoples, their culture and heritage • use arts and cultural activities or community events for social or cultural outcomes
Community safety	<p>Projects that improve community safety outcomes, including:</p> <ul style="list-style-type: none"> • promoting healthy and respectful relationships • other domestic and family violence prevention/support • online safety
Health and wellbeing	<p>Includes projects that:</p> <ul style="list-style-type: none"> • prevent and raise awareness of mental health • promote physical activity, health and wellbeing • use sport and recreation activities for community development outcomes • engage the community in local environmental initiatives and sustainability principles and practices for community development outcomes
Capacity building	<p>Includes projects that:</p> <ul style="list-style-type: none"> • strengthen the capacity of local organisations to work collaboratively to address issues affecting our local communities • develop the skills of our local creative talent or create development opportunities and pathways for local creatives.



5. Assessment Criteria

DESCRIPTION	WEIGHTING
<p>PROJECT</p> <ul style="list-style-type: none"> • Project has clear aims • Project has clearly identified project activities • Evidence of community need for project • Addresses at least one of the funding priorities • Project provides a clear benefit to the local community and residents of Burwood LGA are the primary beneficiaries • Project does not duplicate existing programs or services 	<p>40%</p>
<p>OUTCOMES</p> <ul style="list-style-type: none"> • Project outcomes are identified • Project outcomes are achievable and link to project activities • Degree to which the project benefits the residents of the Burwood LGA • Project promotes community development and partnership opportunities 	<p>20%</p>
<p>BUDGET</p> <ul style="list-style-type: none"> • Budget has clear costings, is realistic and cost-effective to achieve identified outcomes 	<p>15%</p>
<p>CAPACITY</p> <p>Demonstrated ability of applicant to:</p> <ul style="list-style-type: none"> • Manage funds • Deliver projects • Engage capable workers, volunteers and/or partners • Engage community members targeted in application 	<p>25%</p>



6. Relevant Council Plans and Strategies

- [Burwood2036 Community Strategic Plan](#)
- [Multicultural Burwood 2024 - 2028](#)
- [Safer Burwood 2023 – 2027](#)
- [Burwood Youth Action Plan 2024 – 2027](#)
- [Burwood Disability Inclusion Action Plan 2022 – 2026](#)
- [Burwood Reflect Reconciliation Action Plan 2025 - 2026](#)
- [Creative Burwood 2025 - 2035](#)

Other resources are available from Council's website, including:

- [Research and Information](#)
- [Demographic Information](#)

7. What is not eligible?

Grants will NOT be provided for:

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

(Note: Grants are designed to provide one-off funding and there will be no commitment from Council for ongoing funding for the same project in the future.)

8. How to apply?

Applications must be:

- Made through Council's online grant system <https://burwood.smartygrants.com.au>
- Completed in full and received by Council by the closing date - late applications will not be considered.

For applications requiring an Auspice, a letter of agreement / endorsement must be submitted with the application. Alternatively, the application can be made by the auspicing organisation.

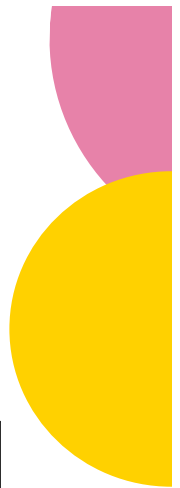


9. Assessment and Notification Process

1. All applications will be assessed by an Internal Assessment Panel made up of Council staff with subject matter expertise.
2. Recommendations of the Internal Assessment Panel will be made with reference to the eligibility and Assessment Criteria. Priority of applications will be determined by the following:
 - Alignment with one of the priority areas for funding.
 - Innovative or new programs that address an identified community need.
 - Partnership projects that strengthen the capacity of organisations to work collaboratively to address issues affecting the community or that enhance the capacity of the local community to address local issues.
 - Projects and activities that will have medium to longer-term benefits.
3. Recommendations for funding allocations will be reported to a Council Meeting for determination in the fourth quarter of the financial year (March to June). Council has the final decision-making authority for the determination of funding allocations. Please note: To keep the grants process fair and transparent, applicants must not contact, lobby or try to influence Councillors about their grant application.
4. Following the decision at a Council meeting, all applicants will be notified of the outcome of their application. The decision will also be included in the Council Meeting Minutes.
5. Grant recipients must enter into a funding agreement with Council and meet all requirements of project delivery, any funding conditions and acquittal.

10. Timeframes

23 December 2025	Applications open
23 March 2026	Applications close (@ 4pm)
March - April 2026	Assessment of applications
May 2026	Funding Recommendations reported to Council
May - June 2026	Funding applicants notified
June 2026	Grants Presentation and funding received by successful applicants
1 July 2026 – 30 June 2027	Projects implemented
30 July 2027	Funding acquittal reports due (or within 4 weeks of completion)



11. Grants Support Program

The following supports are available to assist applicants with preparing their application, using the online grants portal, discuss their project idea, budget or any questions.

Places are limited and pre-booking is essential.

If you require an interpreter at a session please let us know when you register.

GRANT SUPPORT PROGRAM	DATES	TIMES
Information Sessions: IN PERSON ONLINE Bookings: bit.ly/3ZISa2V	Wed, 4 February 2026 Tues, 17 February 2026	2 - 3.30 pm 6 - 7:00 pm
Grant Writing Workshop IN PERSON Bookings: bit.ly/3BuDfzV	Wed, 25 February 2026	3 - 6:00 pm
1:1 Feedback/Advisory Desk: IN PERSON BY PHONE/ONLINE Bookings: https://bit.ly/47mhVbM	Wed, 4 March 2026 Tues, 17 March 2026	11am - 4 pm 2 - 6:30 pm

Enquiries

Phone: 9911 9943 or 9911 9834
or Council Switch: 9911 9911 and ask for Community Development & Planning team
Email: grants@burwood.nsw.gov.au

Or contact us via these free services:
Telephone Interpreting Service (TIS): 13 14 50 - ask them to call Council on (02) 9911 9943 or (02) 9911 9911
Voice Relay: 1300 555 727
Text to Speech: 133 677

12. Budget Example



Income Item	Income Amount (\$)	Expense Item	Expense Amount (\$)
Burwood Council Grant	\$2,647	Venue hire (Community Hub Meeting Room, 5 sessions x 2 hours @ \$42/hr) based on Council's 2025/26 Fees and Charges	\$420
Fundraising and Membership fees	\$250	Workshop facilitator (2 staff x 2 hours @ \$75 p/hour x 5 sessions)	\$1,500
		Advertising - Flyers A4 design and printing x 300	\$300
		Art supplies including paint, brushes and paper for 30 participants	\$247
		Printing of workbook for participants (\$6 per participant x 30)	\$180
		Catering – tea/coffee, biscuits (30 participants x 5 sessions)	\$100
		Evaluation of program - survey and analysis	\$150
TOTAL INCOME	\$2,897	TOTAL EXPENDITURE	\$2,897

All amounts should be GST inclusive.

Income:

In the first row, please complete the the amount you are requesting through this grant ie. 'Burwood Council Community Grant' (up to \$5,000).

In the next rows, add details of other income sources for your project (cash only, not in-kind) if applicable.

BALANCING YOUR BUDGET:

Your income and your expenditure should be the same amount ie. Income \$ – Expenditure \$ = \$0.
 ie. TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT.

Expenditure:

Provide clear and realistic costings for all project expenses.

Include as much detail as possible including information about how you have calculated these costs. For example:

- Workshop facilitator (2 staff x 2 hours @ \$75 p/hour x 5 sessions)
- Venue hire (Community Hub Meeting Room, 5 sessions x 2 hours @ \$42/hr)
- Catering (tea/coffee, biscuits for 30 participants x 5 sessions @ \$2 pp)
- Promotion (Flyers A4 design and printing x 300)

NOTE: Recurrent salary costs or contributions to salary costs of existing positions in an organisation are NOT eligible for funding.

13. Venue Support (In Kind)

Instead of a cash grant, you can apply for:

- Venue support (in-kind)*
- Or a mix of both cash and venue support

(up to a total of \$5,000).

What is venue support?

Use a Council community venue (subject to availability) to deliver your project.

Examples: Woodstock Community Centre (Penfold or Jackett Room), or Fitzroy Hall.

See venue list: burwood.bookable.net.au.

Important:

- **In-kind support only covers venue hire fees. You must pay other costs (e.g. bonds, cancellation fees, extra charges).**
- **Venue availability is not guaranteed, even if your application is approved. You may need to choose a different venue or time. Council will liaise with you to arrange the Booking.**

If you want Council venue support, include in your application:

- The venue(s) you want to use (e.g. Woodstock Centre - Penfold or Jackett Room)
- How many sessions and hours you need (e.g. 10 weeks, 2 hours each Wed, 10am - 12pm)
- The estimated venue hire cost based on Council's fees and charges (include this in your budget).

Check Council's [fees and charges](#) for hourly rates (fees are set each financial year).

Tip: Speak with Council's Grants team before you submit your application.



Burwood
Inc.1874

**Community Grants Program 2024/2025
OUTCOMES REPORT**

25/20709

Introduction

This report provides information on the outcomes of projects funded through the 2024/2025 Burwood Community Grants Program.

As of May 2026, 10 of the 16 funded projects through the 2024/25 Grants Program have been completed with six still in progress and due for completion by 30 June 2026.

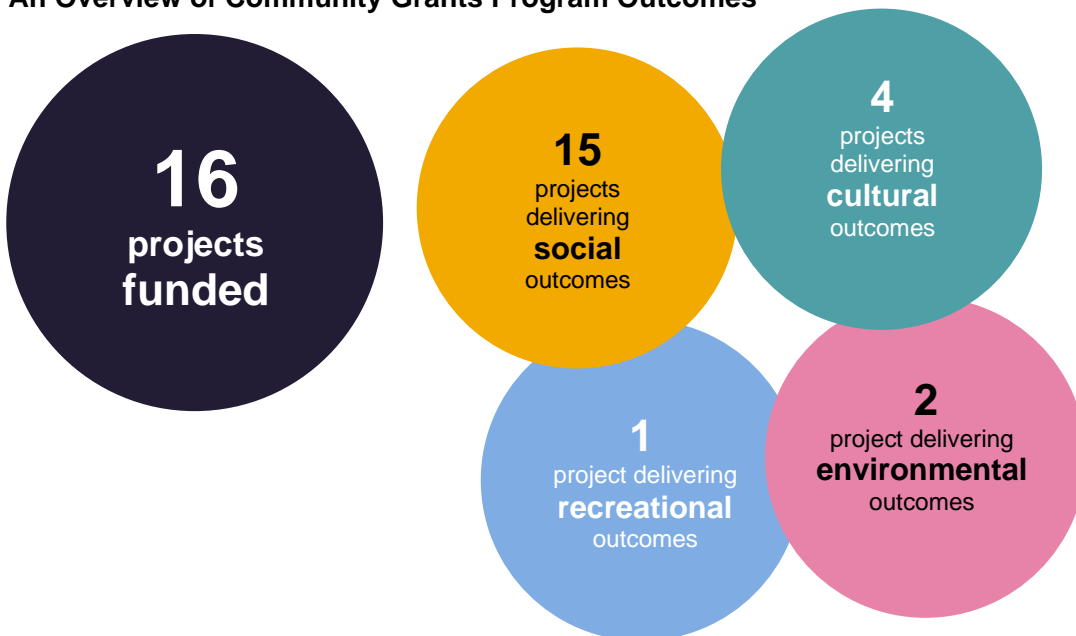
Background

Burwood Council's Community Grants Program aims to support local, not profit organisation to deliver projects that provide social, cultural, recreational and/or environmental benefits to our local community.

An annual funding pool of \$60,000 was available for the 2024/25 Community Grants Program.

Incorporated, not-for-profit community organisations could apply for up to a maximum of \$5,000 per grant.

An Overview of Community Grants Program Outcomes



Grant Applications and Funding Allocations

- 28 applications were received worth \$115,444
- There was a 57% success rate with 16 projects funded (12 projects were unsuccessful)
- Council provided \$60,000 in funding to successful projects
- Average amount awarded per project was \$4,123 (between \$1,000 and \$5,000)
- Lowest amount funded was \$1,000
- Highest amount funded was \$5,000
- Total number of anticipated project beneficiaries is over 8,500

Scope and Influence of Grants Program on Target Groups¹


The following target groups and individual participants benefited through the 16 projects funded by the 2024/25 Community Grants Program:

How many projects funded for this target group



Funding Priorities and project focus:

- 14 projects address the ‘**Social Inclusion and Participation**’ priority, for example:
 - 3 projects increase **food security** amongst vulnerable residents
 - 11 projects increase the **participation of women, children and families, seniors, people with disability and carers**
 - 8 projects increase **participation in volunteering**
- 9 projects address the ‘**Community Cohesion and Connection**’ priority, for example:
 - 6 projects use **arts and cultural activities** to promote social and cultural exchange and build friendships
 - 5 projects strengthen cross-cultural or **intercultural understanding and connection**
- 6 projects address the ‘**Health and Wellbeing**’ priority, for example:
 - addressing issues such as dementia, social isolation, increasing physical activity, mental health challenges and peer support
- 3 projects address the ‘**Community Safety**’ priority.



over 8,500 people
benefited from projects funded through
Council’s 2024/25 Community Grants Program

¹ Note: projects may target more than one target group or issue

Grant Project Case Studies

Below are case studies showing the outcomes of two example projects funded through the 2024/2025 Community Grants Program.

CASE STUDY 1: Building Bonds: Seniors and Students Connecting



Funded: Organisation: Inner West Neighbour Aid

Amount Funded: \$2,000

Project description:

The project brought together local seniors and young people through a weekly intergenerational program at Croydon Park Club, in partnership with MLC School.

Through gentle exercise and movement sessions, shared lunches, and interactive afternoon sessions like brain training games, storytelling, creative activities and guest speakers, the project supported social connection, reduced isolation, and promoted healthy ageing.

Students led the afternoon program once a month. The project enabled seniors to stay independent, connected and visible in the community while inspiring young people to contribute meaningfully to their local community.

The program included gentle seated or standing exercise and movement sessions, shared lunches, and interactive afternoon activities such as brain training games, guest speakers on healthy ageing, art and craft, and personal storytelling. Students led the afternoon program once a month. The project aimed to reduce social isolation, support healthy ageing, and encourage meaningful community volunteering by young people. Grant funding supported volunteer induction, games, and activity resources.

Grant funds were used to support the program including induction of student volunteers and games and activities for seniors and students running the program.

Project Outcomes:

- 40 people benefited from the project, including senior participants and student volunteers.
- Seniors remained independent, connected, engaged and visible in the community, demonstrated by strong attendance and repeat participation across the program.
- Young people were introduced to structured volunteering roles, building confidence and connection with older residents, with a zero drop-out rate of student volunteers across the year.
- Students gained experience leading activities and contributing positively to the wellbeing of older community members.

"[It was a very] successful program, breaking barriers and building bonds. Both clients and students gained insights into different generations, engaged in play, new friendships, conversations and a sense of community."

CASE STUDY 2: The Parish Pantry



Funded Organisation: St Paul's Burwood Parish

Amount Funded: \$5,000

Project description:

The Parish Pantry at St Paul's provides free food and meals to local residents experiencing poverty and hardship - particularly the elderly, sick, and those facing financial stress.

Run by volunteers, the service delivers over 5,000 meals weekly in response to growing demand from people facing financial stress, illness, or isolation.

Grant funding was used to help purchase food to meet this urgent and increasing need.

Project outcomes:

- Food was purchased and distributed weekly through the Parish Pantry.
- Around 220–250 people each week benefited from the project.
- People supported were local residents experiencing financial difficulties, including many people from the Chinese community and people from other cultural backgrounds..
The establishment of a team of Chinese volunteers proved to be invaluable in responding to the changing community profile.
- The main measure of impact was the number of hampers distributed each day.

“Burwood Council’s Community Grants is our largest single source of support and has been vital in helping us continue to operate and meet demand. St Paul’s is very grateful for the community grant that as we wouldn’t be able to run this well and as sustainably if we didn’t receive it.”

CASE STUDY 3: Journey of Memory: Brain Health and Dementia Expo



Funded Organisation: Chinese Australian Services Society (CASS)

Amount Funded: \$5,000

Project description:

The Journey of Memory Expo was a one-day event providing accessible, culturally appropriate information about memory loss, dementia and available services to Chinese Australians living in Burwood.

The expo offered bilingual education sessions, workshops on brain health and ageing well, carer support information and gentle exercise activities. All sessions and materials were provided in Chinese to support Mandarin and Cantonese speakers.

The project aimed to reduce the risk of dementia, increase community awareness, reduce stigma and improve access to services for people living with memory loss, cognitive impairment and dementia, and their carers. The expo also brought together a wide range of local stakeholders to better support Chinese Australian community members in Burwood.

Project Outcomes:

- 85 people attended the Expo.
- Increased dementia awareness and knowledge among Mandarin and Cantonese speaking people in Burwood and surrounding areas, particularly around recognising dementia symptoms.
- Improved access to culturally appropriate dementia and aged care services through bilingual information stalls.
- Strengthened support for Chinese Australian individuals and families impacted by dementia through carer self-care workshops and an ongoing online support group.
- Improved community connection and collaboration between health professionals, dementia and aged care providers and community organisations.

Participant feedback showed that learning “how to recognise dementia symptoms” was most helpful.

“A special thanks to [lived experience advocate from Dementia Australia NSW]. Your experience and your words have inspired and encouraged many people to make a voice for themselves.”

(Item 36/26) Exhibition of NSW Government Draft Statewide Community Consultation Plan

File No: 26/20532

Report by Director City Strategy

Summary

The NSW Government has placed a Draft Statewide Community Participation Plan (CPP) on public exhibition (**Attachment 1**).

The draft Plan proposes a single, standardised framework for community participation in planning matters across NSW and would replace Burwood Council's current Community Participation Plan (**Attachment 2**) for planning matters.

The reform looks to shift community participation earlier in the planning process, introduces consistent exhibition and notification timeframes across councils, and removes notification for complying development certificates and many development application land use types that fully comply with planning controls.

This report seeks Council's endorsement to prepare and lodge a submission to the NSW Government on the draft statewide CPP noting that the proposed changes will have impacts on the manner in which Council undertakes engagement and seeks feedback for planning and development matters.

Operational Plan Objective

- C.10 A well-informed community active in civic life, local planning and decision making
- C.11.1 Conduct Council business with transparency, accountability, compliance and probity that ensures community confidence in decision making

Background

Under the existing community engagement framework for planning and development matters, each council in NSW maintains its own Community Consultation Plan (CPP), resulting in over 120 different approaches to notification and exhibition across the State.

This has created inconsistency and confusion for residents and applicants, particularly where similar development types are treated differently between council areas.

Burwood Council currently manages community consultation within the Community Engagement Strategy 2023–2026.

The NSW Government is proposing a single statewide CPP to apply to all councils and planning authorities. The stated objectives of the reform are to:

- improve consistency and certainty
- apply a proportional approach to community participation
- reduce duplication and delays for low-impact development
- strengthen community involvement earlier, at the strategic planning stage

The draft statewide CPP prescribes when notification and exhibition must occur and may not occur. Councils will continue to determine how engagement is undertaken through their Community Engagement Strategies on matters council will be permitted to engage on.

Proposal

The key elements of the draft Statewide Community Participation Plan (CPP) propose:

- longer and more consistent exhibition periods for strategic planning documents;
- a standard maximum notification period of 14 days for most local development applications;
- broader exemptions from notification and exhibition for low-impact development that fully complies with planning controls; and
- a mandatory, applicant-led seven-day pre-commencement notification for certain development that is no longer subject to exhibition.

These changes place greater emphasis on community participation at the strategic planning stage, when planning controls are established, rather than at the individual development application stage.

Table 1 - Burwood current practice vs draft statewide CCP – Strategic Policy

Planning function	Current Burwood standard	Draft statewide CPP
Regional & District Strategic Plans	Variable	60 days mandatory minimum
Local Strategic Planning Statement (LSPS)	28 days	60 days (now mandatory minimum)
Masterplans for urban renewal areas	28 days	42 days
Planning Proposals / LEP amendments	28 days	28 days minimum (subject to Gateway) unless masterplan has previously been exhibited then exempt.
Development Control Plans	28 days	28 days (mandatory minimum)
Infrastructure Contributions Plans	28 days	28 days (mandatory minimum)

Table 2 – Burwood current practice vs draft statewide CCP – Development Applications (including DA's, Modifications & Review Applications)

Development type	Current Burwood practice	Draft statewide CPP
State Significant Development (SSD)	N/A	28 days standard; 14 days for some targeted housing
Regionally Significant Development	Up to 28 days	Minimum of 14 days
Development involving: Designated development Nominated integrated development Threatened species development Environmental Impact Statement	Up to 28 days	Minimum 28 days
Most local development applications	10–21 days (varies by type)	14 days standard maximum
High-impact or council-related development	Up to 28 days	28 days (unchanged)
Low-impact development fully complying with controls	Often notified	Exempt from exhibition and notification

Residential flat buildings & shop-top housing (fully complying)	Notified	Exempt from exhibition and notification + 7 day pre-commencement notice
Exempt / complying development	Not notified	7-day pre-commencement notice only

The 7-day notice is information-only and does not provide a right to object or reopen an approval.

The notification is issued by applicants and is not a Council action.

Table 3 - Development types proposed to be exempt (not permitted) from exhibition and notification

Development category	Examples of development types that will not require notification
Residential and related development	<ul style="list-style-type: none"> • Alterations and additions to dwellings • Internal alterations • New single and two-storey dwellings • Dual occupancies • Ancillary development such as pools and sheds; • Boundary adjustments • Secondary dwellings • Demolition • Residential flat buildings • Shop-top housing
Heritage development	<ul style="list-style-type: none"> • Heritage items – minor works that do not adversely impact the heritage significance of the item and are located behind the front façade
Commercial development	<ul style="list-style-type: none"> • Alterations and additions • Change of use • Take-away food and drink premises • Kiosks • Roadside stalls • Signage
Community, health, education and infrastructure	<ul style="list-style-type: none"> • Internal and external alterations • Environmental facilities • Environmental protection works
Subdivision and strata	<ul style="list-style-type: none"> • Strata and stratum subdivision • Boundary adjustments
Other low-impact applications	<ul style="list-style-type: none"> • Minor modifications • Review applications with minimal environmental impact • Certain tree removals

Key Benefits and Risks

Potential benefits

- Greater opportunity for the community to influence land-use and development outcomes early
- Consistent and predictable notification rules across NSW
- Reduced administrative workload for low-impact development

Key risks

- Loss of community input on specific developments

- Loss of awareness of development proposals
- Community frustration where residents expect notification of all nearby development but no longer provided
- Misunderstanding of the 7-day pre-commencement notice as a consultation opportunity
- Increased importance of early compliance checking at application lodgment

Policy Implications

The draft statewide CPP has the following implications for Burwood Council:

- Council's Community Engagement Strategy 2023–2026 would continue to guide engagement methods, but cannot vary statutory timeframes but will need to be updated
- Greater emphasis will be placed on early engagement for LSPs, LEPs and other strategic planning work
- Reduction in community engagement for specific CDC and DAs reducing awareness

The proposed approach aligns with broader planning system reforms that seek to embed proportionality and earlier engagement in the planning process, while reducing regulatory burden for low-impact development.

Financial Implications

There are no immediate financial implications arising from the draft CPP. Over time, reduced notification requirements for low-impact development may result in operational efficiencies. However, there may be an increased need to respond to community complaints or potential legal challenges arising from reduced awareness or limited opportunities for community input into decision-making processes.

Consultation

The draft statewide Community Participation Plan and discussion paper (**Attachment 3**) is currently on public exhibition. The consultation is open to both industry and the community to comment.

Submissions close on **3 June 2026** and are to be lodged directly with the NSW Department of Planning, Housing and Infrastructure.

It is recommended that a targeted community consultation process be adopted by Council to inform the community of the potential change to exhibition and notification processes including:

- An update in Mayoral newsletter
- Information be provided on council website and channels
- Information on Council's DA tracker on the proposed changes and how to make a submission
- An information sheet be included in new development applications that are notified during the draft policy exhibition period

Conclusion

The draft statewide CPP represents a significant shift in how community participation is structured across NSW. While the reform improves consistency and emphasises early strategic engagement, it also changes long-standing expectations about development application notification.

A Council submission provides an opportunity to highlight local considerations, including community expectations and implementation risks.

Recommendation(s)

That:

1. Council notes the contents of this report.
2. Council endorses the preparation and lodgement of a submission on the Draft Statewide Community Participation Plan.
3. Council officers implement targeted community communication to raise awareness of the NSW Government's proposed changes to community engagement and participation in planning and development during the exhibition period.

Attachments (See separate Attachments Paper)

- 1⇒ Draft Statewide Community Participation Plan
- 2⇒ Burwood-Council-Community-Engagement-Strategy-2023-26
- 3⇒ Discussion Paper - Draft Statewide Community Participation Plan

(Item 37/26) Budget Review for Quarter Ending 31 March 2026

File No: 26/19899

Report by Director Corporate Services

Summary

The 2025–2026 Budget was adopted at the Council Meeting held on 24 June 2025 with a surplus of \$29,002,000, with the operating result before capital grants and contributions forecast to be a surplus of \$37,000.

The following Statement of Budget Income and Expenditure identifies a forecast surplus of \$28,097,000 as at 31 March 2026, with the operating result before capital grants and contributions forecast to be a deficit of \$2,592,000.

Operational Plan Objective

2.3.1 Identify and maintain additional revenue sources to ensure financial sustainability

Background

This report includes the budget forecast for the Income Statement, which is prepared using both external and internal reporting consolidations to enhance the transparency and consistency of financial information. The Income Statement forms part of a suite of documents that must be presented to Council on a quarterly basis, in accordance with Clause 202(3) of the Local Government (General) Regulation 2021. Collectively, these are referred to as the Quarterly Budget Review Statements (QBRS).

Council's budget is developed on a program basis, forecasting expected operating and capital income and expenditure for the financial year. To support its budget, Council also draws on funds held in reserve from prior years, including Section 7.12 Local Infrastructure Contributions and Internally Restricted Reserves.

In addition, the Local Government Code of Accounting Practice and Financial Reporting requires Council to prepare its General Purpose Annual Financial Reports in accordance with the Australian Accounting Standards. As a result, Council must use a general purpose reporting format when presenting its financial information.

This requires Council to:

- Implement full accrual accounting, including the capitalisation of infrastructure assets.
- Prepare consolidated financial statements that incorporate all functions and entities under the Council's control.
- Shift the accounting focus from the fund result for the year (i.e. changes in working funds) to the gain or loss from ordinary activities.

These requirements apply when preparing the Annual Financial Reports as at 30 June each year. However, during the budget process, Council continues to focus on the funding result rather than the full accrual financial outcome.

At year-end, the financial result is determined, audited, and presented in Council's Annual Report, which includes both the Financial Reports and the Auditor's Report.

Summary of Movements

A summary of Council's revised budget for 2025/26 have been included in this report:

	Original Budget 2025/26 '000	Recommended September Changes '000	Recommended December Changes '000	Recommended March Changes '000	Revised Budget '000
Income – Operating	70,003	(534)	150	0	69,619
Expenditure – Operating	69,966	1,320	925	0	72,211
Surplus/(Deficit) – before capital grants and contributions	37	(1,854)	(775)	0	(2,592)
Income – Capital	28,965	1,454	270	0	30,689
Surplus/(Deficit)	29,002	(400)	(505)	0	28,097
Expenditure - Capital	33,198	2,097	16,420	0	51,715
Reserve Transfers	2,530	(1,770)	(11,897)	0	(11,137)

For quarter ending March 2026 there has been no movements.

QBRS Financial Overview for quarter ended 31 March 2026

				Approved Changes								
		Previous Year Actual 2024/25	Original Budget 2025/26	Qtr 1 Review	Qtr 2 Review	Qtr 3 Review	Revised Budget	Recommended Changes for Council Resolution	Projected Year End Result 2025/26	Variance Original V Projected 2025/26	Actual YTD 2025/26	
Net Operating Result before grants and contributions provided for capital purposes	General Fund	3,309	37	(1,854)	(775)	0	(2,592)	0	(2,592)	(2,629)	14,435	
	Water Fund	0	0	0	0	0	0	0	0	0	0	
	Sewer Fund	0	0	0	0	0	0	0	0	0	0	
	Consolidated	3,309	37	(1,854)	(775)	0	(2,592)	0	(2,592)	(2,629)	14,435	
Operating Results from continuing operations (with capital grants and contributions) excluding depreciation, amortisation and impairment of non financial	Consolidated	14,407	39,326	(400)	(505)	0	38,421	0	38,421	(905)	33,389	
Borrowings	Total Borrowings	(3,860)	(3,577)	0	(5,000)	0	(8,577)	0	(8,577)	(5,000)	(4,466)	
Liquidity	External Restrictions	20,024	22,331	(77)	(11,406)	0	22,304	0	22,304	(27)	10,586	
	Internal Allocations	22,189	22,412	(1,693)	(491)	0	20,228	0	20,228	(2,184)	21,889	
	Unallocated	11,554	11,554	0	11,897	0	11,995	0	11,995	441	25,532	
	Total Cash and Cash Equivalents	53,767	56,297	(1,770)	0	0	54,527	0	54,527	(1,770)	58,007	
Capital	Capital Funding	21,110	33,198	2,097	16,420	0	51,715	0	51,715	(18,517)	24,709	
	Capital Expenditure	21,110	33,198	2,097	16,420	0	51,715	0	51,715	(18,517)	24,709	
	Net Capital	0	0	(0)	0	0	(0)	0	(0)	0	(0)	
		Opening Balance As at 1 July 2025	Total Contributions Received As at this Q	Total Interest Earned As at this Q	Total Expended As at this Q	Total Borrowings (to)/from As at this Q	Held as Restricted Asset As at this Q	Cumulative balance of internal borrowings (to)/from As at this Q				
Developer Contributions	Total Developer Contributions	16,435	2,253	0	11,505	0	7,183	0				

Income and Expenses Budget Review for quarter ended 31 March 2026

	Previous Year Actual 2024/25	Original Budget 2025/26	Approved Changes			Revised Budget	Recommended Changes for Council Resolution	Projected Year End Result 2025/26	Variance Original V Projected 2025/26	Actual YTD 2025/26
			Qtr 1 Review	Qtr 2 Review	Qtr 3 Review					
INCOME										
Rates & Annual Charges	40,942	43,824	0	0		43,824	0	43,824	0	43,922
User Charges & Fees	11,128	9,762	0	0		9,762	0	9,762	0	8,109
Other Revenues	7,170	7,361	(665)	0		6,696	0	6,696	(665)	5,564
Grants & Contributions - Operating Purposes	3,143	3,336	131	150		3,617	0	3,617	281	2,200
Grants & Contributions - Capital Purposes	1,031	28,965	1,454	270		30,689	0	30,689	1,724	8,644
Interest & Investment Revenue	3,156	2,350	0	0		2,350	0	2,350	0	2,175
Other Income	3,006	2,940	0	0		2,940	0	2,940	0	2,538
Net Gain from the disposal of assets	0	430	0	0		430	0	430	0	33
Net share of interest in Joint Ventures	0	0	0	0		0	0	0	0	0
TOTAL INCOME FROM CONTINUING OPERATIONS	69,576	98,968	920	420	0	100,308	0	100,308	1,340	73,185
EXPENSES										
Employee Benefits & On-Costs	24,021	27,553	5	0		27,558	0	27,558	5	18,924
Materials & Services	28,686	30,412	1,315	925		32,652	0	32,652	2,240	19,458
Borrowing Costs	290	283	0	0		283	0	283	0	255
Other Expenses	1,164	1,394	0	0		1,394	0	1,394	0	1,159
Loss on Disposal of Assets	1,008	0	0	0		0	0	0	0	0
Fair Value Decrement on Investment Properties	0	0	0	0		0	0	0	0	0
TOTAL EXPENSES FROM CONTINUING OPERATIONS excluding depreciation, amortisation and impairment of non financial assets	55,169	59,642	1,320	925	0	61,887	0	61,887	2,245	39,796
OPERATING RESULT FROM CONTINUING OPERATIONS excluding depreciation, amortisation and impairment of non financial assets	14,407	39,326	(400)	(505)	0	38,421	0	38,421	(905)	33,389
Depreciation & Amortisation	10,067	10,324	0	0		10,324	0	10,324	0	10,310
OPERATING RESULT FROM CONTINUING OPERATIONS	4,340	29,002	(400)	(505)	0	28,097	0	28,097	(905)	23,079
NET OPERATING RESULTS BEFORE GRANTS AND CONTRIBUTIONS PROVIDED FOR CAPITAL PURPOSES	3,309	37	(1,854)	(775)	0	(2,592)	0	(2,592)	(2,629)	14,435

Capital Budget Review Statement for quarter ended 31 March 2026

	Previous Year Actual 2024/25	Original Budget 2025/26	Approved Changes			Revised Budget	Recommended Changes for Council Resolution	Projected Year End Result 2025/26	Variance Original V Projected 2025/26	Actual YTD 2025/26
			Qtr 1 Review	Qtr 2 Review	Qtr 3 Review					
CAPITAL FUNDING										
Rates & other untied funding	1,388	6,775	(347)	0	0	6,428	0	6,428	347	4,366
Capital Grants and Contributions	8,431	21,137	1,388	270	0	22,795	0	22,795	(1,658)	3,530
Reserves - External Restrictions	7,488	4,028	50	11,150	0	15,228	0	15,228	(11,200)	11,430
Reserves - Internally Allocated	3,461	828	1,006	0	0	1,834	0	1,834	(1,006)	383
New Loans	0	0	0	5,000	0	5,000	0	5,000	(5,000)	5,000
Proceeds from sale of assets	342	430	0	0	0	430	0	430	0	0
Other - specify	0	0	0	0	0	0	0	0	0	0
TOTAL CAPITAL FUNDING	21,110	33,198	2,097	16,420	0	51,715	0	51,715	(18,517)	24,709
CAPITAL EXPENDITURE										
WIP	0	0	0	0	0	0	0	0	0	0
New Assets	2,494	7,659	(200)	270	0	7,729	0	7,729	(70)	2,443
Asset Renewal	9,916	25,539	2,297	0	0	27,836	0	27,836	(2,297)	6,116
Other - Property Acquisition	8,700	0	0	16,150	0	16,150	0	16,150	(16,150)	16,150
TOTAL CAPITAL EXPENITURE	21,110	33,198	2,097	16,420	0	51,715	0	51,715	(18,517)	24,709
NET CAPITAL FUNDING - SURPLUS/DEFICIT	0	0	(0)	0	0	(0)	0	0	0	(0)

Contributions Budget Review Statement for quarter ended 31 March 2026

	Opening Balance As at 1 July 2025	Contributions Received			Total Interest Earned As at this Q	Total Expended As at this Q	Total Borrowings (to)/from As at this Q	Held as Restricted Asset As at this Q	Cumulative balance of internal borrowings (to)/from As at this Q
		Total Cash Received As at this Q	Total Non-Cash Land Received As at this Q	Total Non-Cash Other Received As at this Q					
Burwood Local Infrastructure Plan	497	2,253	-	-	-	355	-	2,395	-
s7.4 Planning agreements	15,938	0	-	-	-	11,150	-	4,788	-
Total Developer Contributions	16,435	2,253	0	0	0	11,505	0	7,183	0

Cash and Investments for quarter ended 31 March 2026

	Previous Year Actual 2024/25	Original Budget 2025/26	Approved Changes			Revised Budget	Recommended Changes for Council Resolution	Projected Year End Result 2025/26	Variance Original V Projected 2025/26	Actual YTD 2025/26
			Qtr 1 Review	Qtr 2 Review	Qtr 3 Review					
Total Cash, Cash Equivalent and Investment Securities	53,767	56,297	(1,770)			54,527	0	54,527	(1,770)	58,007
EXTERNAL RESTRICTIONS										
Developer Contributions	16,435	19,481	(50)	(11,406)	0	19,481	0	19,481	0	7,001
Unexpended Grants	65	65	(27)	0		38	0	38	(27)	61
Domestic Waste Reserve	3,252	2,513	0	0		2,513	0	2,513	0	3,252
Stormwater Management Charge	272	272	0	0		272	0	272	0	272
TOTAL EXTERNAL RESTRICTIONS	20,024	22,331	(77)	(11,406)	0	22,304	0	22,304	(27)	10,586
INTERNAL RESTRICTION										
Plant & Vehicle Replacement	1,704	1,606	(365)	28		1,269	0	1,269	(337)	1,596
Employees Leave Entitlements	1,171	1,171	0	0		1,171	0	1,171	0	1,171
Financial Assistance Grant	787	787	0	0		787	0	787	0	787
Election Reserve	144	194	0	0		194	0	194	0	194
WHS Incentive Rebate Reserve	246	246	(246)	0		0	0	0	(246)	144
Parking Meters	102	202	0	0		202	0	202	0	202
Property Reserve	221	322	0	0		322	0	322	0	322
Woodstock Community Building	287	287	0	0		287	0	287	0	287
Future Property Investment	27	97	0	0		97	0	97	0	97
Project Carryovers	1,082	1,082	(1,082)	0		0	0	0	(1,082)	671
Deposits & Bonds	6,077	6,077	0	0		6,077	0	6,077	0	6,077
LATMs	294	294	0	0		294	0	294	0	294
Insurances	150	150	0	0		150	0	150	0	150
Local Environmental Plan	519	519	0	(519)		0	0	0	(519)	519
Property Maintenance	1,271	1,271	0	0		1,271	0	1,271	0	1,271
Park Upgrades	165	165	0	0		165	0	165	0	165
Enfield Aquatic Centre Maintenance / Capital Improv	263	263	0	0		263	0	263	0	263
Business Continuity	600	600	0	0		600	0	600	0	600
Contract Liabilities (AASB 15 / AASB 1058)	5,685	5,685	0	0		5,685	0	5,685	0	5,685
Contract Liabilities - Revenue Receivd InAdv	1,146	1,146	0	0		1,146	0	1,146	0	1,146
Infrastructure - SRV	188	188	0	0		188	0	188	0	188
Miscellaneous	60	60	0	0		60	0	60	0	60
TOTAL INTERNAL RESTRICTIONS	22,189	22,412	(1,693)	(491)	0	20,228	0	20,228	(2,184)	21,889
TOTAL RESTRICTIONS	42,213	44,743	(1,770)	(11,897)	0	42,532	0	42,532	(2,211)	32,475
UNRESTRICTED CASH	11,554	11,554	0	11,897	0	11,995	0	11,995	441	25,532

Contracts Listing

Contractors	Contract details and purpose	Contract Value GST excl	Commencement Date	Duration of Contract	Budgeted (Y/N)
Stateline Asphalt Pty Ltd	Roads Program 25/26	\$707,140	16/2/2026	27/04/2026	Y
KJ Civil & Paving Pty Ltd	Lucas Road Drainage Upgrade	\$269,906	18/2/2026	22/05/2026	Y
Auscape Pty Ltd	Burwood Road Tree Relocation	\$137,900	19/2/2026	31/07/2026	Y
Lucid Consulting Engineers (NSW) Pty Ltd	Culture House - Fire Services	\$68,380	9/2/2026	30/09/2028	Y
L G Software Solutions Pty Ltd trading as Pulse Software	GRC Software - 3 Year Subscription	\$178,000	9/3/2026	31/03/2029	Y
ANR Engineering Pty Ltd	Jemena Restoration works	\$45,540	19/3/2026	30/04/2026	Y
Durkin Construction Pty Ltd	4X Pavement Investigation	\$49,462	4/2/2026	30/04/2026	Y

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed, excluding contractors that are on Council's preferred supplier list
3. Contacts for employment are not required to be included.
4. Where a contract for services, etc. was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement)

Legal Expenses

Type	Individual Matter	Expenditure Year to Date	Cost Recovery / Fines Year to Date
Legal Proceedings			
Land & Environment Court	18-20 Boundary Street Croydon and 19 Grosvenor Street Croydon	470	15,000
Land & Environment Court	86A Liverpool Road Burwood Heights	2,732	
Land & Environment Court	12-14 Gloucester Avenue Burwood and 53 George Street Burwood	3,830	
Land & Environment Court	35 Young Street Croydon	6,284	
Land & Environment Court	44 Claremont Road Burwood Heights	9,580	
Land & Environment Court	36 Oxford Street Burwood	9,724	
Land & Environment Court	11 Stanley Street Burwood	11,664	
Land & Environment Court	1 Lea Street Croydon	13,086	20,800
Land & Environment Court	27-33 Everton Road Strathfield	18,590	
Land & Environment Court	48 Fitzroy Street Burwood	21,473	
Local Court	Short Street Enfield	315	
Local Court	478-484 Parramatta Road Strathfield	2,913	
Local Court	Violet Street Croydon Park and Rose Street Croydon Park	4,408	3,000
Local Court	19A Cheltenham Road Croydon		1,000
Local Court	47 Conder Street Burwood		1,600
Local Court	185F Burwood Road Burwood		6,720
Local Court	36 Badminton Road, Croydon	1,710	
Local Court	Young Street, Croydon	1,032	720
Land & Environment Court	10 Walsh Avenue, Croydon Park	1,588	
Supreme Court	13 Appian Way Burwood	462	
Supreme Court	4 Mitchell Street Enfield	6,007	
Legal Services			
Legal Advice - Council Contractual Obligations		140,351	
Debt Recovery Actions		12,491	11,511
Legal Advice - Miscellaneous Matters		120,627	
Enforcement - Animal, Environment, Parking & Traffic			175,803
Health Orders			14,587
Voluntary Planning Agreements		18,290	
		407,626	250,741

Annual Adopted Budget	880,000
Adopted/Proposed Variation	
Annual Budget	880,000

Conclusion

The current forecast budget result and the variation identified for the quarter were reviewed by the Executive Team and the Finance Manager. There were no adjustments to report for the quarter ended 31 March 2026 which has left the projected deficit to remain the same.

The following statement, by the Responsible Accounting Officer, is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2021.

“It is my opinion that the Quarterly Budget Review Statement for Burwood Council for the quarter ended 31 March 2026 indicates that Council’s projected financial position will be satisfactory at year end 30 June 2026, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.”

Recommendation(s)

1. That the Budget Review Statement of the 2025–26 Budget as at 31 March 2026, including the statement by the Responsible Accounting Officer, Finance Manager, be received and noted.
2. That in accordance with Clauses 203 and 211 of the Local Government (General) Regulation 2021, the revised estimates of income and expenditure for 2025–26 surplus of \$28,097,000, as shown in the report be approved.

Attachments

There are no attachments for this report.

(Item 38/26) Investment Report as at 30 April 2026

File No: 26/19877

Report by Director Corporate Services

Summary

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

Operational Plan Objective

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

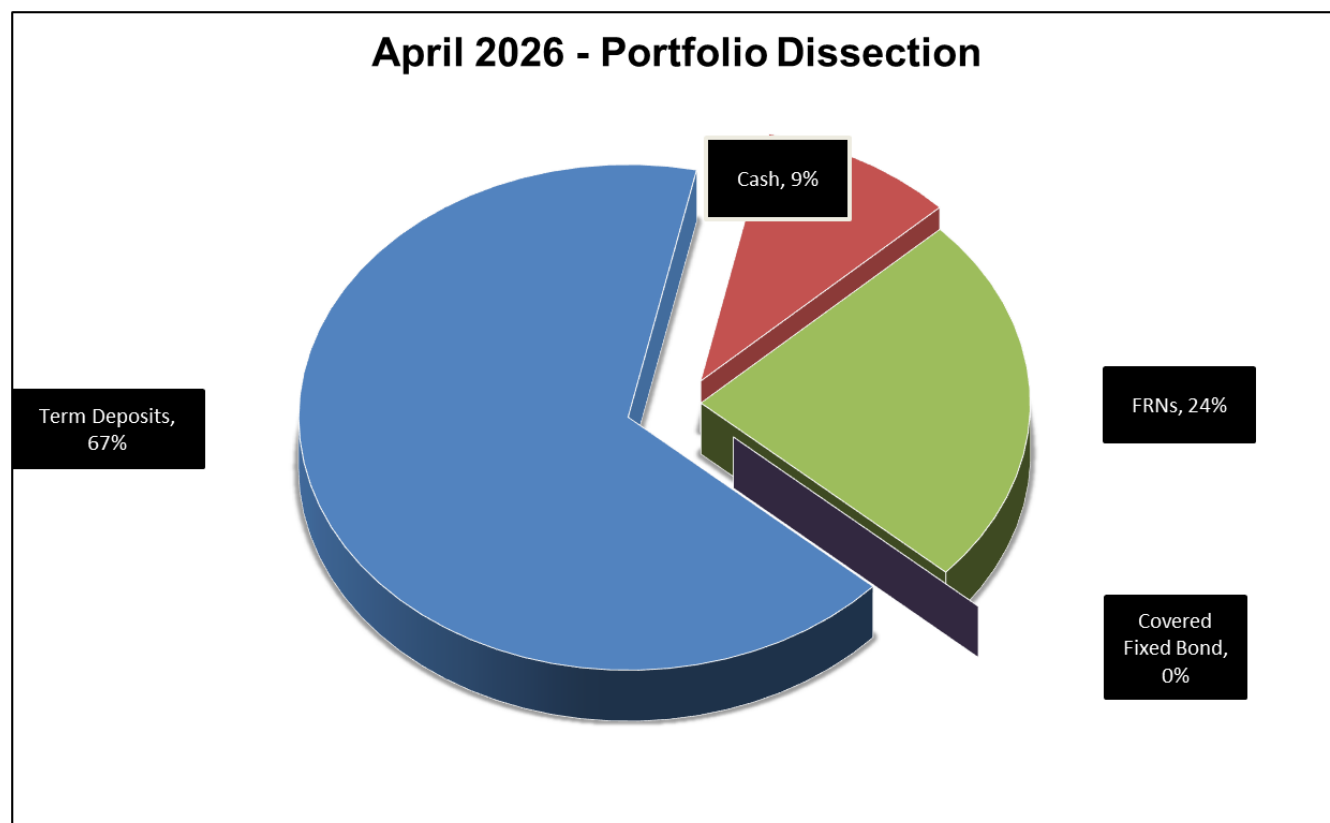
Background

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

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

Investment Portfolio

Council has a diversified investment portfolio and has a number of direct investments in term deposits. Its investment portfolio as at 30 April 2026 is:



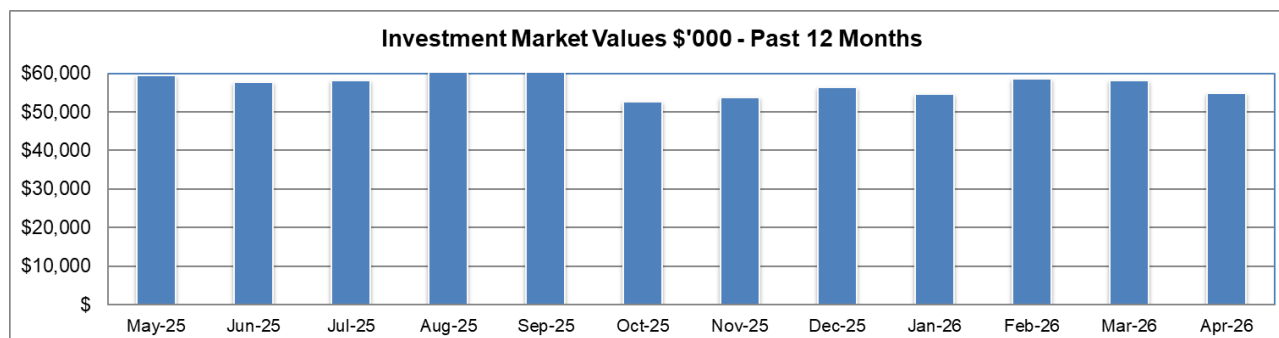
As at 30 April 2026, Council held the following term deposits:

Purchase Date	Financial Institution	Principal Amount	Interest Rate	Investment Days	Maturity Date
05 Nov 25	Westpac	5,000,000	4.34%	366	06 Nov 26
05 Nov 25	Westpac	4,000,000	4.34%	366	06 Nov 26
27 Nov 25	Westpac	5,000,000	4.45%	365	27 Nov 26
09 Dec 25	Commonwealth Bank of Australia	4,000,000	4.54%	365	09 Dec 26
10 Dec 25	Westpac	2,000,000	4.90%	1,097	11 Dec 28
11 Dec 25	Commonwealth Bank of Australia	3,000,000	4.60%	364	10 Dec 26
05 Feb 26	Westpac	2,000,000	4.87%	365	05 Feb 27
23 Feb 26	Westpac	4,000,000	4.57%	120	23 Jun 26
26 Feb 26	NAB	4,000,000	4.90%	365	26 Feb 27
18 Mar 26	NAB	3,000,000	5.28%	365	18 Mar 27
	Total	36,000,000			

As at 30 April 2026, Council held the following Floating Rate Notes:

Purchase Date	Financial Institution	Principal Amount	Current Coupon Rate	Investment Days	Maturity Date
10 Feb 23	Newcastle Permanent Building Society	1,000,000	4.9428%	1,461	10 Feb 27
18 May 23	Suncorp-Metway Limited	1,500,000	5.0158%	1,096	18 May 26
16 Jun 23	QPCU Limited T/A QBANK	2,750,000	5.8739%	1,096	16 Jun 26
15 Dec 25	Police Bank Ltd	1,000,000	4.9150%	1,054	03 Nov 28
15 Dec 25	Bank Australia Limited	1,500,000	5.0161%	1,078	27 Nov 28
09/04/2026	Macquarie Bank	1,000,000	5.0743%	1,096	09 Apr 29
09/04/2026	MyState (Auswide) Bank	2,500,000	5.4743%	1,826	09 Apr 29
14/04/2026	UBS AG	1,000,000	5.1966%	1,096	14 Apr 31
23/04/2026	Bendigo and Adelaide	750,000	5.1600%	1,096	23 Apr 29
	Total	13,000,000			

The following graph highlights Council's investment balances for the past 12 months:



Council's investment portfolio is recognised at market value and some of its investments are based on the midpoint valuations of the underlying assets and are subject to market conditions that occur over the month.

Council's investment balances as at reporting date are detailed in Attachment 1. Definitions on the types of investments are detailed in Attachment 2.

Investment Performance and Market Commentary

At the Reserve Bank of Australia (RBA) meeting on the 5 May 2026, the Board decided to increase the official cash rate by 25 basis points to 4.35 per cent. According to the Statement by the Reserve Bank Board:

"...Inflation picked up materially in the second half of 2025, and information since the beginning of this year confirms that some of this increase reflected greater capacity

pressures. In addition, the conflict in the Middle East has resulted in sharply higher fuel and related commodity prices, which are already adding to inflation. There are early signs that many firms experiencing cost pressures are looking to increase prices of their goods and services. Short-term measures of inflation expectations have also risen.

The Bank has updated its forecasts to incorporate recent data and developments in the Middle East. The baseline forecast, which assumes that the conflict is resolved soon and fuel prices decline, sees underlying inflation peaking higher than was expected in February. It then declines as demand growth slows and capacity pressures ease in response to higher interest rates.

Financial conditions have tightened this year. Money market interest rates and government bond yields have risen, and the exchange rate has appreciated. But credit is readily available to both households and businesses.

There are materially heightened uncertainties about the outlook for domestic economic activity and inflation. With the conflict in the Middle East continuing, there are plausible scenarios where inflation is higher and activity lower than envisaged under the baseline forecast. A longer or more severe conflict could put further upward pressure on global energy prices; this would push up near-term inflation and could also increase inflation further out as these costs are passed through and if price rises get built into longer term inflation expectations. But higher prices and prolonged uncertainty may cause growth to be lower in Australia's major trading partners and also in Australia.

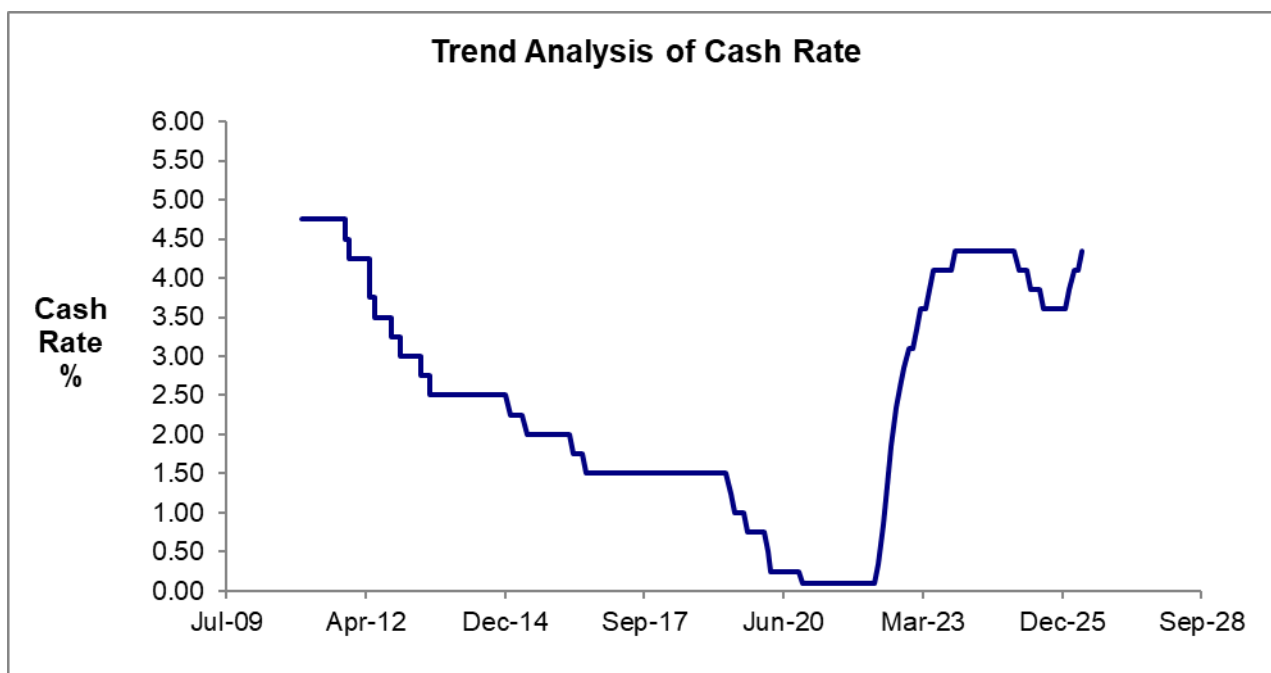
As expected, developments in the Middle East are having an impact on inflation. Higher fuel prices are adding to inflation and there are indications that this is likely to have second-round effects on prices for goods and services more broadly. This inflation impulse is in addition to the high inflation recorded around the start of 2026, reflecting capacity pressures in the economy.

In light of these considerations, the Board assessed that inflation is likely to remain above target for some time and that the risks remain tilted to the upside, including to inflation expectations. It was therefore judged appropriate to increase the cash rate target.

The Board will be attentive to the data and the evolving assessment of the outlook and risks to guide its decisions. In doing so, it will pay close attention to developments in the global economy and financial markets, trends in domestic demand and the outlook for inflation and the labour market. Having raised the cash rate three times, monetary policy is well placed to respond to developments and the Board is focused on its mandate to deliver price stability and full employment. It will do what it considers necessary to achieve that outcome.

Today's policy decision was made by majority: eight members voted to increase the cash rate target by 25 basis points to 4.35 per cent; one member voted to leave the cash rate target unchanged at 4.10 per cent..”

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



Recommendation(s)

1. That the investment report for 30 April 2026 be received and endorsed.
2. That the Certificate of the Responsible Accounting Officer be received and noted.

Attachments

- 1 [↓](#) Investment Register April 2026
- 2 [↓](#) Investment Types

Item Number 38/26 - Attachment 1

Investment Register April 2026

BURWOOD COUNCIL INVESTMENT PORTFOLIO as at 30 April 2026										
Investment Adviser	Issuer	ADI or N-ADI	Investment Name	Type	Rating S&P	Invested Amount	Market Value as at 28/02/2026	Market Value as at 31/03/2026	Market Value as at Reporting Date	% of Total Invested
Cash										
Council	Commonwealth Bank	ADI	Operating Account	Cash	AA-	1,190,565	2,311,446	1,138,020	1,190,565	2.17
Council	Commonwealth Bank	ADI	Cash Deposit Account	At Call	AA-	0	-	-	-	0.00
Council	Commonwealth Bank	ADI	Online Saver	At Call	AA-	4,070,300	4,201,320	3,905,502	4,070,300	7.42
Council	AMP Bank Limited	ADI	AMP Business Saver	At Call	BBB-	0	1,281	-	-	0.00
Council	AMP Bank Limited	ADI	AMP Notice Account	Notice 30 days	BBB-	4,089	4,059	4,073	4,089	0.01
Term Deposits - Less than Three Months										
Term Deposits - Longer than Three Months										
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	4,000,000	4,002,504	4,018,530	4,033,555	7.36
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	5,000,000	5,068,370	5,087,395	5,105,230	9.31
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	4,000,000	4,054,696	4,069,916	4,084,184	7.45
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	4,000,000	4,040,300	4,056,221	4,071,147	7.42
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	2,000,000	2,021,479	2,030,071	2,038,126	3.72
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	2,000,000	2,006,138	2,014,677	2,022,682	3.69
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	3,000,000	-	3,006,076	3,019,095	5.51
Council	National Australia Bank	ADI	National Australia Bank	Term Deposit	AA-	4,000,000	4,001,074	4,018,258	4,034,367	7.36
Council	Commonwealth Bank	ADI	Commonwealth Bank	Term Deposit	AA-	3,000,000	3,029,868	3,041,967	3,053,310	5.57
Council	Westpac Banking Corporation Ltd	ADI	Westpac Banking Corporation Ltd	Term Deposit	AA-	5,000,000	5,056,692	5,076,199	5,094,486	9.29
Term Deposits - Covered Fixed Bond										
Floating Rate Notes										
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +102 bps)	AA-	-	2,423,880	2,416,788	-	0.00
Council	Commonwealth Bank of Australia	ADI	Commonwealth Bank of Australia	Floating Rate Notes (90 day BBSW +112 bps)	AA-	-	3,053,850	3,031,410	-	0.00
Council	Rabobank U.A. Australia Branch	ADI	Rabobank U.A. Australia Branch	Floating Rate Notes (90 day BBSW mid + 118 bps)	A	-	1,526,415	1,515,246	-	0.00
Council	Newcastle Permanent Building Society	ADI	Newcastle Permanent Building Society	Floating Rate Notes (90 day BBSW +138 bps)	BBB	1,000,000	1,005,790	1,001,980	1,001,792	1.83
Council	The Hongkong and Shanghai Banking Corporation	ADI	The Hongkong and Shanghai Banking Corporation	Floating Rate Notes (90 day BBSW +105 bps)	AA-	-	2,021,140	2,015,596	0	0.00
Council	United Overseas Bank Ltd Sydney Branch	ADI	United Overseas Bank Ltd Sydney Branch	Floating Rate Notes (90 day BBSW +73 bps)	AA-	-	2,018,320	-	0	0.00
Council	Police Bank Ltd	ADI	Police Bank Ltd	Floating Rate Notes (90 day BBSW +73 bps)	BBB+	1,000,000	1,006,190	999,913	1,000,410	1.82
Council	Bank Australia Limited	ADI	Bank Australia Limited	Floating Rate Notes (90 day BBSW +73 bps)	BBB+	1,500,000	1,503,270	1,499,673	1,500,641	2.74
Council	Macquarie Bank	ADI	Macquarie Bank	Floating Rate Notes (90 day BBSW mid +75 bps)	A+	1,000,000	-	-	1,002,031	1.83
Council	MyState (Auswide) Bank	ADI	MyState (Auswide) Bank	Floating Rate Notes (90 day BBSW mid +115 bps)	BBB	2,500,000.00	-	-	2,502,980	4.56
Council	Bendigo and Adelaide	ADI	Bendigo and Adelaide	Floating Rate Notes (90 day BBSW mid +81 bps)	A-	750,000.00	-	-	750,731	1.37
Council	UBS AG	ADI	UBS AG	Floating Rate Notes (90 day BBSW mid +86 bps)	A+	1,000,000.00	-	-	1,002,170	1.83
Council	Suncorp-Metway Limited	ADI	Suncorp-Metway Limited	Covered Floating Bond (90 day BBSW +105 bps)	AA-	1,500,000	1,504,515	1,500,632	1,499,607	2.73
Council	QPCU Limited T/A QBANK	ADI	QPCU Limited T/A QBANK	Floating Rate Notes (90 day BBSW +170 bps)	BBB-	2,750,000	2,790,590	2,754,199	2,751,565	5.02
Grand Total						54,264,953	58,653,187	58,202,341	54,833,062	100.00

Credit Ratings	
AAA	Extremely strong capacity to meet financial commitments Highest Rating
AA	Very strong capacity to meet financial commitments.
A	Strong capacity to meet financial commitments but somewhat susceptible to adverse economic conditions and changes in circumstances.
BBB	Adequate capacity to meet financial commitments, but more subject to adverse economic conditions.
CCC	Currently vulnerable and dependent on favourable business, financial and economic conditions to meet financial commitments
D	Payment default on financial commitments
+	Means that a rating may be raised
-	Means that a rating may be lowered

Certificate of Responsible Accounting Officer

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

Sarah Seaman

Sarah Seaman

Finance Manager

Investment Types

Types of Investments

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

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

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

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

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

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

1. Term Deposits
2. Global Fixed Income Deposits
3. Senior Debt
4. Subordinated Debt
5. Hybrids
6. Preference shares
7. Equity holders

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

(Item 39/26) Western Sydney Infrastructure Grants Program – Quarterly Progress Report

File No: 26/19716

Report by Director People & Performance

Summary

This report provides Council with a high-level progress update on the delivery of the Western Sydney Infrastructure Grants Program currently underway and marks the fifth instalment in an ongoing series of quarterly reports.

Background

In 2022, the New South Wales Government announced the Western Sydney Infrastructure Grants Program, formally known as WestInvest. This program was established to support the delivery of transformational infrastructure projects aimed at enhancing communities, improving liveability, and driving economic recovery.

Burwood Council was successful in securing over \$110 million in funding to deliver 11 city-shaping projects, receiving the highest amount of funding per capita in the community competitive round. The 11 successful projects are:

1. Enfield Aquatic Centre Redevelopment
2. Culture House (formerly known as Burwood Urban Park Arts and Cultural Centre)
3. Burwood Main Street Transformation
4. Deane Street Precinct Transformation
5. Strathfield Placemaking Project
6. Paisley Road Beautification
7. Henley Park Sports Field Upgrade
8. Burwood Park Inclusive Play Space
9. Woodstock Park Sensory Garden
10. Burwood Library Pod
11. Park Expansions at Portland and Russell Street

Conclusion

With project planning well underway, Council remains committed to ensuring the successful delivery of all projects through ongoing monitoring, stakeholder engagement, and careful budget management.

Quarterly updates will continue to be provided to Councillors, ensuring transparency and accountability as these projects progress. Through collaboration with the community and key stakeholders, Burwood is well-positioned to maximise the benefits of this program and create lasting positive impacts for residents, businesses, and visitors alike.

Recommendation(s)

That Council notes the contents of this report, including updates on the progress of the Western Sydney Infrastructure Grants program.

Attachments

- 1 [Council Report - WSIG Project Details and Progress Updates \(May 2026\)](#)

Project Name	Project Description and Benefits	Key Updates
Park Expansions at Portland and Russell Street	<p>Three Council-owned houses have been demolished to increase usable, shaded green space for the public to use across the two sites. Specifically, this project:</p> <ul style="list-style-type: none"> • Expands Russell Street Reserve by 50% • Improves Portland Street access into Henley Park and Enfield Aquatic Centre • Delivers an additional 1,450m² of green open space • Increases tree coverage across the two sites 	<ul style="list-style-type: none"> • Project completed within budget, with opening event held on 19th July 2025
Henley Park Sports Field Upgrade	<p>The two sports fields have not been upgraded for over 30 years and the current drainage is insufficient to meet the needs of local sporting groups. The project will deliver:</p> <ul style="list-style-type: none"> • New turf and a state-of-the-art drainage and irrigation system • Safer playing fields and reduced risk of injury to players • Tiered seating to create a more modern and comfortable viewing experience for the anticipated increase in spectators • New picnic and BBQ facilities to improve the amenities and open up the space for a wider variety of events and community engagements 	<ul style="list-style-type: none"> • Primary works completed within budget, with opening event held on 21st March 2026 • Subject to approval from the Western Sydney Infrastructure Grants program, remaining project funds will be used to improve sections of footpaths and kerbs surrounding the sports fields. These works are expected to be completed by June 2026.
Woodstock Park Sensory Garden	<p>The new sensory garden at Woodstock Park has been designed to appeal to the five senses and promote inclusion and participation for local residents of all ages and abilities, whilst respecting the character and history of the area.</p> <p>The improvements will complement the adjacent Woodstock Community Centre, Fitzroy Hall, BBQ facilities, accessible toilet and other amenities and include:</p> <ul style="list-style-type: none"> • Accessible sensory garden and paths • Shaded areas and picnic tables • Raised planters, new tree planting and more open space 	<ul style="list-style-type: none"> • Project completed within budget and opened to the public on 11th December 2025

<p>Burwood Park Inclusive Play Space</p>	<p>The project will upgrade the existing, aged playground into a modern, fully accessible play space fit for all ages and abilities. The project also includes installation of the following:</p> <ul style="list-style-type: none"> • BBQs, picnic shelters and park furniture • Increased shade, landscaping and tree planting • Outdoor chess board • Accessible toilet block • Improved signage <p>The enhanced facilities will improve the experience and comfort of those visiting the playground, encourage more formal or informal gatherings and events at the park and encourage more frequent and longer time spent in Burwood Park at both day time and evening, providing increased economic benefits to the areas many local businesses</p>	<ul style="list-style-type: none"> • The project has been successfully delivered within budget, with opening event held on 4th December 2025 • Additional minor works planned to further enhance shading and shelter provisions across the site.
<p>Deane Street Precinct Transformation</p>	<p>Prioritising pedestrian's and local businesses, this project will transform the area around Deane Street and Burwood Station into an inviting public plaza that includes seating, landscaping, tree coverage, public art and a bicycle parking and repair station. Specifically, this project will:</p> <ul style="list-style-type: none"> • Increase space for non-road users by 200m² • Create additional off-road space in one of the busiest areas in the LGA • Install new lighting and seating to ensure a safe and welcoming space, day and night • Create a new amphitheatre with terraces and a stage performance area making this area space to spend time in, not just pass through • Facilitate a range of alfresco dining options • Convert nearby George Street to two-way to ensure traffic is not unduly impacted. 	<ul style="list-style-type: none"> • Following consideration of submissions by the Evaluation Panel, a Lead Design Consultant has now been appointed to progress the project. • Request for Quotes for a Smart Parking Supplier and Light Projections are being prepared. • Discussions remain ongoing with key stakeholders including Transport NSW. • Program timeline reviewed and variations sent to WISG for approval.

<p>Strathfield Place Making Project</p>	<p>Bells Lane in Strathfield will be converted into a laneway and shared pedestrian zone to create a new food and cultural hotspot for the area. The new pavement space will allow for increased alfresco dining and support the growth of local businesses and a strong night-time economy.</p> <p>The project will:</p> <ul style="list-style-type: none"> • Improve walkability and pedestrian safety, increase outdoor dining options and create new opportunities for passive recreation • Increase pedestrian safety through traffic calming measures, upgraded footpaths and road narrowing • Incorporate streetscape improvements, public art, tree planting and sculptural lighting installations 	<ul style="list-style-type: none"> • Following consideration of submissions by the Evaluation Panel, a Lead Design Consultant has now been appointed to progress the project. • Request for Quotes for a Smart Parking Supplier and Light Projections are being prepared. • Discussions remain ongoing with key stakeholders including Transport NSW. • Program timeline reviewed and variations sent to WISG for approval.
<p>Burwood Main Street Transformation</p>	<p>This project will provide major upgrades to Burwood Road and the surrounding area that will take into account the high level of footfall and support local businesses and the wider night-time economy. It will improve the amenity, walkability and vibrancy of Burwood Road by increasing pedestrian access, comfort, safety and connection to the high street, making it a great place to spend time in, not just walk through.</p> <p>The project will deliver the following infrastructure:</p> <ul style="list-style-type: none"> • Footpath widening, parklets and in-built dining and seating areas to create outdoor dining and breakout spaces • Multipurpose poles with suspended catenary lighting and flags • Turf and garden areas and street tree planting, utilising Water Sensitive Urban Design initiatives • Lighting projection infrastructure on Burwood Road and the Railway Parade underpass to promote an activated, vibrant and safe environment both during the day and night. • Public art murals in prominent locations • Smart parking sensors 	<ul style="list-style-type: none"> • Following consideration of submissions by the Evaluation Panel, a Lead Design Consultant has now been appointed to progress the project. • Request for Quotes for a Smart Parking Supplier and Light Projections are being prepared. • Discussions remain ongoing with key stakeholders including Transport NSW. • Program timeline reviewed and variations sent to WISG for approval.

	<ul style="list-style-type: none"> • A digital community information display screen outside Burwood Station to give increased access to relevant information • Widened footpaths in key locations along Burwood Road to maximise space for cafes and restaurants 	
Paisley Road Beautification	<p>The project will rejuvenate the commercially and strategically important road connecting Burwood and Croydon Stations into a safe, walkable and accessible corridor. The upgrades will ensure that the new corridor is accessible for all mobility levels, encouraging active travel and increasing footfall for local businesses.</p> <p>Works will include:</p> <ul style="list-style-type: none"> • Footpath and road paving upgrades • Replacing roadside kerbs and gutters • Improved landscaping with new tree planting and associated increase in shaded space for pedestrians • Installation of pedestrian crossings 	<ul style="list-style-type: none"> • The project design is nearing completion. • Ongoing coordination and progress has been achieved with key stakeholders, including Sydney Trains, Telstra, Sydney Water and Ausgrid.
Culture House	<p>This ambitious and transformative project will fund the creation of a new arts and cultural centre in the heart of the Burwood LGA, including dedicated performance and rehearsal spaces, studio space, community lounge, flexible multipurpose spaces and a café. The economic benefits will be seen through increased visitation to the area, the addition of a new café, and opportunities for artists and performers.</p> <p>The Culture House will provide something currently missing in the Burwood LGA and wider area, by offering ample space for performances, community events, exhibitions, and strengthen Burwood's local arts and cultural sector</p> <p>In addition to the above, the work will include:</p> <ul style="list-style-type: none"> • A new urban park including a public plaza, sloping green lawn area, trees, landscaping, interactive water play features and public art • An underground public car park • A total of 1,875m2 of additional community floor space 	<ul style="list-style-type: none"> • Base Build Contractor mobilised at site • Preliminary works and due diligence completed • Initial site investigations completed • Piles and Shoring works are underway • Service relocations (including Sewer, Electrical, Gas) are underway • There are increasing risks to program timelines, budget and overall deliverability due to our reliance on the developer's program and their current delays. These continue to be monitored closely.

	<ul style="list-style-type: none"> • 2,200m2 of new green space right at the heart of the town centre • 25 bike parking spaces 	
Enfield Aquatic Centre Redevelopment	<p>The project will transform Sydney’s oldest freshwater Olympic pool and deliver a state-of-the-art aquatic and leisure facility. This will deliver significant health and wellbeing benefits to the community through year- round swimming and modern amenities that will ensure facilities are accessible for all abilities and ages.</p> <p>Specifically, the redevelopment will deliver:</p> <ul style="list-style-type: none"> • A new entrance and customer service point • A café with internal kiosk service point • Upgrade to the 50m outdoor pool and concourse, including heating provisions • Upgrade to the toddler and children’s pool • An innovative energy co-generation system to heat and power the centre to assist in managing Council’s energy consumption, reduce carbon footprint and operational costs • Provision of accessible covered access between pools • Redesign, relocation and upgrade of toddler pool • New shading, seating and external showers • Improved landscaping inspired by the area’s Indigenous heritage • New fully accessible amenities with parent change rooms • Increased capacity for recreational swimming, learn to swim classes and support the growth of local swimming clubs • Redesigned and upgraded wider facilities that will help to manage overcrowding in the busy periods, and offer a more modern set of amenities to swimmers and others using the facilities • Expanded local employment opportunities via the increased facilities, new café and ongoing maintenance 	<ul style="list-style-type: none"> • Schematic Design advancing, with finalisation expected in the coming weeks • Pre-Development Application and Design Review in progress. • The Development Application is nearing completion and is expected to be lodged by the end of May or early June 2026.
Burwood Library Pod	<p>Operating as an autonomous, 24/7 lending service equipped with RFID technology, the Burwood Library Pod will deliver greater access to the library and its collection, adding an additional and convenient location for borrowing and returning books and other items without the need to visit the main Library on Conder Street.</p>	<ul style="list-style-type: none"> • Work on project will progress when the Enfield Aquatic Centre is near completion

	<p>This project will take advantage of modern technology to increase access to library services and resources by placing an Automated Library Vending Machine (ALVM) in Henley Park close to the Enfield Aquatic Centre, playground and basketball courts.</p> <p>The Library Pod will house up to 600 books for loan at any one time, which will be curated based on community profile and library membership data as well as ongoing community feedback and usage statistics. It will also provide free Wi-Fi access so community members are able to join the library and borrow books instantly, download eBooks for free and access the Internet</p>	
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(Item 40/26) Draft Rates, Charges, Debt Recovery and Hardship Assistance Policy - Endorsement for Public Exhibition

File No: 26/20911

Report by Director Corporate Services

Summary

The purpose of this report is to seek endorsement for the public exhibition of the draft *Rates, Charges, Debt Recovery and Hardship Assistance Policy*, which is required to support Council's financial management obligations under the *Local Government Act 1993*. The policy is a review, update and consolidation of the *Debt Recovery Policy*, the *Rates and Charges Hardship Assistance Policy* and the *Hardship Resulting in Valuation Changes – Section 601 Policy*.

Operational Plan Objective

- A.103 Implement and monitor appropriate investment strategies and prepare monthly investment reports.
- C11.1 Conduct Council business with transparency, accountability, compliance and probity that ensures community confidence in decision making

Background

Council's various policies relating to debt recovery and hardship assistance are subject to periodic review. A comprehensive review of those policies has been undertaken, and the proposed updates are outlined below.

Proposal

The proposed policy is based on three existing policies, being the *Debt Recovery Policy*, the *Rates and Charges Hardship Assistance Policy* and the *Hardship Resulting in Valuation Changes – Section 601 Policy*, all of which were adopted in 2018.

Those policies have been reviewed to ensure alignment with the current legislation and have been consolidated into one policy. The three policies address related content and combining them into one policy will assist the community in understanding Council's treatment of debt recovery and hardship matters.

Despite no significant changes to the applicable legislation, the review identified several areas where updates would improve readability and, therefore, make it easier to comply with the policy.

The main changes from existing policy relate to debt recovery thresholds before proceeding to a debt recovery agency, as follows:

- Rates debt recovery threshold is proposed to change from \$1,300 or 4 instalments overdue to \$1,500 or 3 instalments overdue
- Sundry debt recovery threshold is proposed to change from \$400 or 90 days to \$500 and 90 days.

Consultation

It is proposed to place this policy on public exhibition for 28 days and invite submissions from the public. If no submissions are received, it is proposed that the policy be automatically adopted without further amendment. If submissions are received, a further report will be brought back to Council.

Planning or Policy Implications

No planning or additional policy implications.

Financial Implications

No financial implications.

Conclusion

The draft *Rates, Charges, Debt Recovery and Hardship Assistance Policy* presented in this report represent a necessary and prudent step in ensuring Council's continued compliance with its obligations under the *Local Government Act 1993*. The reviewed and updated policy reflects Council's commitment to sound financial governance and transparent public accountability. Public exhibition of this policy will provide the community with an opportunity to review and comment on the frameworks that underpin Council's financial management practices.

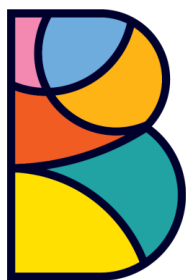
Recommendation(s)

That Council:

1. Places the draft *Rates, Charges, Debt Recovery and Hardship Assistance Policy* contained in Attachment 1 to this report on public exhibition for a period of 28 days and invites submissions from the public.
2. If submissions are received, directs the General Manager to report on the outcome of public exhibition for that policy at the next ordinary meeting of Council following the last date for the lodgement of submissions.
3. If no submissions are received:
 - a) adopts the draft *Rates, Charges, Debt Recovery and Hardship Assistance Policy* without further amendment and authorises the General Manager to make any minor editorial or typographical corrections to the policy considered necessary before the document becomes effective
 - b) revokes the following policies:
 - i) *Debt Recovery Policy*, adopted 21 August 2018
 - ii) *Rates and Charges Hardship Assistance Policy*, adopted 27 November 2018
 - iii) *Hardship Resulting in Valuation Changes – Section 01 Policy*, adopted 25 September 2018

Attachments

1. [Draft Rates, Charges, Debt Recovery and Hardship Assistance Policy](#)



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Burwood

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RATES, CHARGES, DEBT RECOVERY AND HARDSHIP ASSISTANCE POLICY

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Phone: 9911-9911 Fax: 9911-9900
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Public Document
Adopted by Council: <Date>
Ref. No.: <Content Manager Ref. No.>
Version No.: 3
Ownership: Finance

Purpose

The purpose of this Policy is to outline Burwood Council's approach to rates and charges, debt recovery and hardship assistance, including the setting of rates and charges at a level that provides a sustainable income but does not impose undue hardship on property owners.

The Policy also seeks to effectively manage and recover debt and assist ratepayers experiencing genuine hardship in meeting their financial obligations to Council.

Definitions

Term	Meaning
Annual Charges	Charges for services provided by Council or a contracted service provider on behalf of Council that are levied on an annual basis. Examples include Domestic Waste Charges, Business Waste Charges and Stormwater Charges
Council	Burwood Council
Eligible Pensioner	A person who is in receipt of a pension, benefit or allowance under the Social Security Act 1991, Veterans' Entitlement Act 1986 or Military Rehabilitation and Compensation Act 2004 of the Commonwealth and who are entitled to a pensioner concession card or who are otherwise prescribed in Section 134 of the Local Government (General) Regulation 2021
Financial Hardship	Where a person is unable to meet their financial obligations to Council without experiencing significant financial stress or being unable to meet basic living expenses.
Interest	A charge raised in relation to unpaid rates and charges in accordance with section 566 of the Act
Ratepayer	The person/s who are the owner/s of rateable land or a person/s responsible for a lease where the Act provides that a rate is to be paid to Council
Rates	A levy paid by home and business property owners towards infrastructure and services provided by their Council
Sundry Debtors	Refers to any debt owed to Council that is not a rate or charge that is levied on a property in accordance with Council's Revenue Statement
The Act	The Local Government Act 1993

Scope

This Policy applies to all customers owing rates, annual charges, fees or other debts to Council.

Principles

Council will administer rates and charges in accordance with the Act, the *Local Government (General) Regulation 2021* and other applicable legislation.

Rates administration and debt recovery will be ethical, open, transparent, accountable and compliant with legal obligations.

Processes will be applied honestly, diligently, consistently and fairly across all rateable properties. Hardship applications will be assessed with fairness, integrity, confidentiality and in accordance with statutory requirements.

Ratepayers liable for rates, annual charges, or fees, who are experiencing genuine hardship will have the opportunity to make an application to Council for assistance, in accordance with the Act and associated Regulations.

Rates and Charges

Council applies rating and charging settings in accordance with the Act and Council's adopted Revenue Policy as part of the Delivery Program and Operational Plan.

Debt Recovery

Council will recover monies owing in a timely, efficient and effective manner to fund operations and ensure cash flow management as outlined in this section.

Recovery of outstanding sundry debts (other than rates and annual charges)

Council may approve written periodical payment arrangements for debtors experiencing genuine difficulty, allowing weekly, fortnightly or monthly instalments, provided the account will be paid in full within 12 months.

Each outstanding invoice will be assessed individually. Recovery action will be based on the status of that invoice rather than the debtor's overall account position.

Sundry debts valued at more than \$500 and 90 days overdue will be referred to Council's Debt Recovery Agency for collection, unless otherwise provided for in the Debt Recovery Procedure.

In accordance with financial delegations, the General Manager is authorised to write off debts up to \$10,000 per invoice. Debts exceeding that threshold require a Council resolution.

Recovery of overdue rates and annual charges

Where a payment is overdue, recovery action for that debt will take place. Special arrangements apply to eligible pensioners with overdue rates or annual charges as outlined in this Policy.

The key principles that will apply to overdue rates and annual charges recovery are:

- Council aims to collect all rates and annual charges by the end of each rating year.
- A fair and reasonable approach to recovery will apply.
- Council will assess cases of financial hardship on an individual basis.
- Council is unable to reduce rates or annual charges, however there are rebates available for pensioners and there are hardship assistance options available.
- Council will consider a scheme of periodical payment outside the due dates in cases of hardship or extenuating circumstance.
- Council will utilise the services of legal agents where required.
- Council aims to keep its Rates Outstanding Ratio at or below the industry standard.

Council rates and annual charges can be paid in one payment or in four quarterly instalments.

If paid in full in a single payment, payment is due by 31 August. If paid quarterly, payments are due by:

- 31 August
- 30 November
- 28 February
- 31 May.

If a ratepayer chooses to pay quarterly, Council will send reminder notices before each instalment (by 31 October, 31 January and 30 April). These will be sent separately to the annual rates notice.

Rates, Charges, Debt Recovery and Hardship Assistance Policy

Debt recovery will commence when either three instalments are overdue or the outstanding balance on the property is \$1,500 or more.

Council will apply the relevant provisions of the Act relating to the sale of land to recover overdue rates, charges, and interest when appropriate.

Hardship assistance

Hardship assistance to ratepayers and customers

Council recognises that in some circumstances ratepayers may experience hardship in paying rates, annual charges, and fees. The Act provides for the following assistance to ratepayers and customers:

- Periodical payment arrangements for overdue rates and charges
- Writing off or reducing interest accrued on rates or charges
- Waiving or reducing Council fees (other than rates and annual charges) where inability to pay is due to hardship
- Hardship assistance resulting from general revaluation of land
- Pensioner concessions and, at Council's discretion, additional abandonments.

Applications for hardship assistance will be considered by Council in keeping with the principles outlined in this Policy. A ratepayer may be eligible for consideration for hardship assistance in the payment of overdue rates, annual charges, interest, and fees, where:

- The person is unable to pay due rates, charges, fees or accrued interest when due and payable for reasons beyond the person's control, or
- Payment when due would cause the person financial hardship.

Council will consider a range of information when assessing a ratepayer's eligibility for hardship relief. This may include:

- Services Australia's income and assets test
- Documented proof of financial hardship
- Reasons for financial hardship
- Details of assets, income and living expenses

Council may also require a request to be made in writing or may ask a ratepayer to attend an interview to assist Council in understanding the issues causing financial hardship.

Hardship assistance by periodical payment arrangements

The Act provides that Council may provide the following assistance to ratepayers who are experiencing financial hardship:

- Periodical payment arrangements for overdue rates and charges (Section 564)
- Writing off or reducing interest accrued on rates or charges (Section 564 and 567)
- Waiving, or reducing rates, charges and interest of eligible pensioners (Section 575 and 582)

Having assessed financial hardship, Council will advise the ratepayer of any assistance available that is suitable for their circumstances.

If the ratepayer fails to make the periodical payment in accordance with the agreement, the payment plan may be cancelled. Full payment of the amount outstanding will be due immediately, and legal proceedings may commence.

Hardship assistance due to certain valuation changes (Section 601 of the Act)

Burwood Council recognises that properties may be subject to significant variations in rates, compared with the previous year's rates, due to the NSW Valuer General's revaluation of land.

Waiving, reducing or deferring the payment of the increase in the amount of rate payable because of hardship resulting from general revaluation of land in the Local Government Area will only be made available in the first year that the new valuations are used to levy rates

If a ratepayer believes paying their rates based on the new land value would cause them significant financial hardship, they can apply to Council using the Online Hardship Application form. To be eligible, the following conditions apply:

- The land must be the applicant's principal place of residence
- The applicant(s) must have owned the property for at least five years
- Properties valued using a mixed development apportionment factor are not eligible
- Applications will not be considered if there are unpaid rates carried forward and no suitable rate payment arrangement is in place

Council may collect personal information to help assess someone's eligibility under this policy. That information will be collected, stored and used for that purpose in accordance with the Privacy Principles in the Privacy and Personal Information Protection Act 1998.

Assistance to eligible pensioners

This section outlines the ways in which Council will consider waiving or reducing, rates, charges and interest for eligible pensioners under Sections 575 and 582 of the Act.

Pensioner concessions

Under Section 575 of the Act, eligible pensioners can apply to Council for a reduction in rates and charges. The concession is up to 50 percent, capped at \$250 per year, plus any additional amount set out in Council's Revenue Policy.

Council may also extend this concession to ratepayers who jointly own and live in the property with an eligible pensioner, to help avoid hardship.

While the Act does not allow pensioner rates to be deferred (except through a formal payment arrangement), Council may delay recovery action in certain circumstances.

If a person ceases to be an eligible pensioner, they will not be entitled to a pensioner rate concession. A person is entitled to reapply for a concession and backdating may apply in line with Council's policy.

As a condition of receiving a pensioner concession, applicants authorise Council to verify their ongoing eligibility electronically with Services Australia (Centrelink) and the Department of Veterans' Affairs. Verification will be undertaken at least annually, prior to issue of the next year's rates levy. Where eligibility cannot be confirmed, the concession will be discontinued from the next quarterly instalment and the ratepayer notified, with reapplication required to reinstate the rebate.

Pensioner deferral of recovery

Under Section 582 of the Local Government Act 1993, Council may, at its discretion, provide assistance to eligible pensioners in relation to the payment of rates, charges and accrued interest.

In appropriate cases, and where an eligible pensioner is experiencing financial hardship, Council may agree to defer recovery of rates and charges otherwise payable, allowing those amounts to

Rates, Charges, Debt Recovery and Hardship Assistance Policy

accrue against the land and be settled at a later time, including upon sale or transfer of the property or from the future estate.

Deferral assistance under this section:

- does not extinguish or reduce the liability for rates, charges or interest;
- postpones recovery only, with all deferred amounts remaining a charge on the land;
- may allow interest to continue to accrue in accordance with the Act unless otherwise determined by Council; and
- is subject to a formal application and any conditions or agreement approved by Council (refer Attachment 1).

Any decision to grant a deferral is discretionary, assessed on a case-by-case basis, and informed by the applicant's circumstances and Council's adopted hardship, revenue and debt management policies.

Debt Recovery Options

Council may choose to utilise any of the following debt recovery options:

1. Garnishee of salary or wages or rent (Section 569 Notice of the Act)
2. Writ of Execution and have the NSW Sheriff levy goods
3. Examination Summons
4. Warrant of Apprehension
5. Wind-Up or Bankruptcy proceedings
6. NSW Sheriff Writ on Land Title
7. Sale of Land due to Overdue Rates proceedings (Section 713 of the Act)

Writing off of rates and charges

Any rates and/or charges will be written off in accordance with Clause 131 of *Local Government (General) Regulation 2021* and may only be written off by a resolution of Council.

The General Manager will include in the Annual Report to Council the total amount of rates and charges written off during the year

Hardship assistance for Council fees (non-rate revenue)

Applications for hardship assistance for Council fees or charges (other than rates or annual charges) can be considered under this policy. Depending on the circumstances, the fee or charge may be waived or reduced, in line with Council's delegations.

Emergency event provisions

During an emergency event — including but not limited to a natural disaster, declared public health emergency or other event materially affecting the financial circumstances of ratepayers within the Burwood local government area — the General Manager is authorised to implement temporary administrative guidelines to provide additional flexibility in the application of this Policy. Any such guidelines will apply only for the duration of the emergency event as determined by Council, and will be reported to Council at the next available Ordinary Meeting.

Rates, Charges, Debt Recovery and Hardship Assistance Policy

Refunds

Council will issue a refund where a ratepayer has overpaid rates or charges, or where a payment has been made to an incorrect property account. Refunds will only be processed where the relevant property account is in credit after adjusting all rates and charges due to the end of the financial year and any overdue amounts have been settled.

Related Information

- *NSW Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- Office of Local Government Debt Management and Hardship Guidelines
- *Social Security Act 1991*
- *Veterans' Entitlement Act 1986*
- *Privacy and Personal Information Protection Act 1998*

Review

This policy will be reviewed every 4 years, or earlier if required by legislative changes or operational needs.

Contact

Finance Manager



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**RATES & CHARGES TO ACCRUE TO THE ESTATE –
SETTLEMENT ON SALE OF PROPERTY - AGREEMENT**

I/We: _____
(name/s)

Of: _____
(residential address)

Assessment Number: _____
(assessment number)

I/We understand that:

1. all rates and charges for the above-mentioned property will accrue against my estate
2. the outstanding rates and charges are subject to interest in accordance with the *Local Government Act 1993* and may vary from year to year
3. upon transfer or sale of the above-mentioned property the outstanding rates and charges will be paid to Council
4. if any rates and charges remain unpaid for a period of 19 years, then I will commence payment of rates and charges by periodic instalments to ensure that no more than fifteen years rates and charges are outstanding at any one time
5. upon my death the outstanding rates and charges accrued to my Estate will be paid to Council upon finalisation of the Estate
6. if I/we cease to be an eligible pensioner, the rates and charges are required to be paid in full

Signature of Applicant/s _____
(signature of applicant/s)

Dated this _____ day of _____ 20_____

Signature of Applicant/s taken and declared at in the State of New South Wales

Justice of the Peace _____ JP number _____

Dated this _____ day of _____ 20_____

(Item 41/26) Tabling of First Time and Updated Disclosures of Interest

File No: 26/21104

Report by Director Corporate Services

Summary

The General Manager is required under the *Local Government Act 1993* to table written returns of interests for councillors and designated persons at a meeting of Council. The purpose of this report is to table first time and updated returns that have been received since the last batch of returns were tabled.

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 are contained in the Model Code of Conduct prescribed under the *Local Government Act 1993*. This forms the basis for 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, or
- 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.

This report tables first time and updated returns lodged in May 2026 in accordance with paragraphs (a) and (c) above.

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, or

- 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.

Preparation and proactive release of disclosure of interest 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 the 'open access' and 'public interest test' provisions of the *Government Information (Public Access) Act 2009*.

Conclusion

Pursuant to Section 440AAB of the *Local Government Act 1993*, the first time and updated returns are now formally tabled for information from the following Council officials:

Councillors

- Mayor John Faker

Council Officers

- Joseph Davies (Executive Building Surveyor)
- Nazir Hammoud (Cadet Planner)

Recommendation(s)

That Council notes:

1. The tabling of disclosures 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 *Codes of Conduct* and the *Government Information (Public Access) Act 2009*.

Attachments

There are no attachments for this report.