

MINUTES OF THE MEETING OF THE COUNCIL OF BURWOOD held in the Conference Room, Level 1, 2 Conder Street, Burwood on Tuesday 28 November 2023 commencing at 6:09pm.

Attendance Councillor John Faker (Mayor)

Councillor Heather Crichton Councillor Ned Cutcher Councillor Pascale Esber Councillor David Hull

Councillor George Mannah (Deputy Mayor)

Councillor Hugo Robinson

Tommaso Briscese, General Manager Fab Zincone Director Corporate Services Brooke Endycott, Director Community Life

Ryan Cole, Director City Strategy George El Kazzi, Director City Assets

Tara Donaldson, Director People & Performance

Miriam Wassef, Executive Manager Place Management & Communication

Bill Adamopoulos, Manager Design & Assets Pablo Baretto, Drainage Design Engineer

Rita Vella, Manager City Planning Holly Duan, Senior Strategic Planner

Gavin Patton, Heritage Advisor

Jenny Hoff, Manager Community & Culture

Elizabeth Bova, Acting Coordinator Community Development

Jumana Azeem, Community Project Officer (Children, Youth & Family)
Julie Mockett, Manager Customer Service & Business Improvement

Sarah Seaman, Finance Manager
Mikaela Thorogood, Manager Property
Gaanesh Prasad, Project Manager BUPACC
Tanya Whitmarsh, Manager Governance & Risk
Michelle Butler, Coordinator Governance
Amy Nicholson, Governance Officer

Opening of meeting by the Mayor

The Mayor opened the meeting with a prayer and Acknowledgement of Country.

Apologies

There were no apologies.

Declarations of interest

There were no declarations of interests by Councillors.

Declarations of political donations

There were no declarations of political interests by Councillors.

Confirmation of Minutes

120/23

RESOLVED

That the minutes of the Extraordinary Meeting of the Council of Burwood held on Tuesday November 2023, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

(Moved Councillor Heather Crichton/Seconded Councillor Hugo Robinson)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM MM7/23) MAXIMISING ROOFTOP POTENTIAL FOR A GREENER AND MORE ACTIVE BURWOOD

File No: 23/45077

<u>Summary</u>

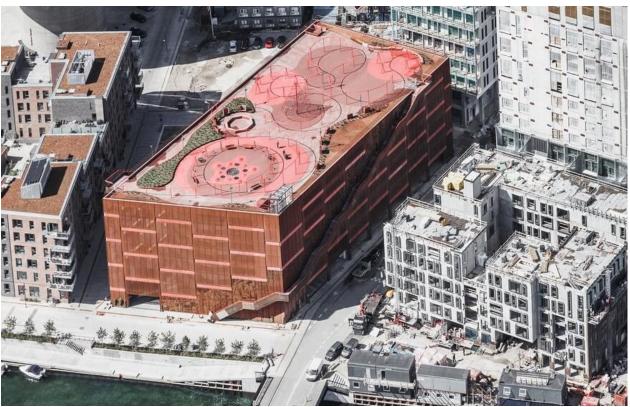
As space on the ground level of buildings in our town centre is increasingly at a premium, transforming the otherwise vacant space on our rooftops into places where we can promote biodiversity, play, relax, exercise and just live stands out as a compelling and necessary solution.

The potential of these previously overlooked spaces has largely gone untapped in NSW, but I am committed to seeing no rooftop go unused in Burwood.

As a Council we have already endorsed the use of rooftops as a priority as part of the draft Burwood North Masterplan, from greening of roofs, to the installation of solar power as well as promoting biodiversity through innovative initiatives such as Urban Beehives.

But we can't stop here. As we continue to create high quality, activated and liveable places, we as a Council must make the necessary policy changes to support and incentivise developers to fully utilise their existing and new roof spaces.

Internationally, several countries have successfully embraced the concept of utilising rooftops for recreational and community purposes, establishing exemplary best practices for urban development. In cities like Denmark and New York, rooftop areas have been transformed into vibrant communal spaces, hosting amenities such as basketball courts, playgrounds and observation decks.



Park 'n' Play - Denmark

Similarly, in Singapore, rooftop gardens and social spaces have become integral components of high-rise developments, fostering community engagement and well-being. The city's commitment to sustainable urban planning includes guidelines encouraging green roofs and recreational installations.





Park Royal - Marina Bay - Singapore

Additionally, cities like Copenhagen and London, have embraced the trend with rooftop bars and social areas offering panoramic views of the city.



John Lewis Rooftop, 300 Oxford St, London

These international examples showcase the diverse possibilities and benefits of activating rooftop spaces, providing valuable insights for Burwood to enhance its own urban landscape and community experience.

With this in mind, as we embark on a comprehensive review of the Burwood Development Control Plan (DCP) I urge that as a Council we investigate the following:

- 1. Advocacy to the State Government to include actions in the District Plan that facilitate and incentivise the active use of rooftops.
- 2. A review of Council's Planning Framework to include innovative provisions that ensure the delivery of well-designed and well utilised rooftops.
- 3. Explore opportunities to incentivise a greater take-up of the active use of rooftops for existing and new developments.

Operational Plan Objective

C.3 An urban environment that maintains and enhances our sense of identity and place
 P.13 Develop and implement planning policies to enhance and promote design excellence

121/23 RESOLVED

I therefore move that the General Manager:

- 1. Include as part of any submission on the Draft District Plan a request for the State Government to better facilitate and incentivise the active and inclusive use of rooftops.
- 2. Review Council's Planning Framework to include innovative provisions that ensure the delivery of well-designed and well utilised rooftops.
- 3. Explore opportunities to incentivise a greater take-up of the active and shared community use of rooftops for existing and new developments.

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

GENERAL BUSINESS

(ITEM 82/23) PLANNING PROPOSAL - GROUP HERITAGE LISTING OF 23, 25 AND 27 WOODSIDE AVENUE, BURWOOD

File No: 23/45558

Summary

A Planning Proposal has been prepared to facilitate the group heritage listing of the properties at Nos. 23, 25 and 27 Woodside Avenue, Burwood under Schedule 5 of the Burwood Local Environmental Plan (BLEP) 2012.

The subject properties have been assessed against the NSW Heritage Criteria and meet the threshold of local significance for the relevant heritage assessment criteria. The Planning Proposal has been presented to the Burwood Local Planning Panel who support the proposed heritage listing. It is recommended that Council now endorse the Planning Proposal for submission to the Department of Planning & Environment for a Gateway Determination.

Operational Plan Objective

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

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

P.14 Identify and plan for built heritage and local character

A.38 Undertake a heritage assessment of existing building stock to identify and update the register of contributory or heritage items

122/23 RESOLVED

That Council:

- 1. Support the group listing of the properties at Nos. 23, 25 and 27 Woodside Avenue, Burwood as a group item of local heritage significance under Schedule 5 of the Burwood Local Environmental Plan 2012 as outlined in the Planning Proposal
- 2. Endorse the forwarding of the Planning Proposal to the NSW Department of Planning and Environment (DPE) to request a Gateway Determination under Section 3.33 of the Environmental Planning and Assessment Act 1979 for an amendment to the Burwood Local Environmental Plan 2012 to:
 - i. List the properties at Nos. 23, 25 and 27 Woodside Avenue, Burwood as a group heritage item under Schedule 5 Environmental heritage; and
 - ii. Include Nos. 23, 25 and 27 Woodside Avenue, Burwood as an "Item General" on the Heritage Map
- 3. That subject to the Gateway Determination, affected property owners be notified in writing of the exhibition of the Planning Proposal.
- 4. That following the conclusion of the exhibition of the Planning Proposal, a report be presented back to Council.

(Moved Deputy Mayor George Mannah/Seconded Councillor Pascale Esber)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull Against: Cr Robinson

(ITEM 83/23) ADOPTION - AMENDMENT TO BURWOOD DCP - SETBACKS FOR 121-125 BURWOOD ROAD & 168 BURWOOD ROAD, BURWOOD

File No: 23/45350

Summary

This report provides an overview of the public exhibition of the proposed amendments to the Burwood Development Control Plan (DCP) with respect to setback requirements under Section 3.3.2 Burwood Town Centre Areas, specifically relating to the front setback requirements for Nos. 121-125 Burwood and 168 Burwood Road, Burwood. Three (3) submissions were received during the exhibition period.

It is recommended that the amended controls for front setback requirements for Nos. 121-125 and 168 Burwood Road, Burwood be adopted, as exhibited.

Operational Plan Objective

A.33 Undertake a comprehensive review of the Development Control Plan (DCP) 2013 and prepare a user friendly and interactive DCP

C.11.2 Provide opportunity for engagement with the community to inform Council's decision-making

P.49 Ensure transparency and accountability in decision making

123/23 RESOLVED

That the item be deferred for staff to further reinvestigate and liaise with affected owners.

(Moved Councillor Hugo Robinson/Seconded Deputy Mayor George Mannah)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 84/23) DRAFT CUSTOMER EXPERIENCE STRATEGY 2024 - 2027 - ENDORSEMENT FOR PUBLIC EXHIBITION

File No: 23/46889

Summary

The *Draft Customer Experience Strategy 2024 – 2027* outlines Council's commitment to enhancing customer experience for those who live, work, visit and do business in the Burwood Local Government Area (LGA). Importantly, it also sets out a four-year roadmap for building a better customer experience when interacting with Council.

This report seeks Council's endorsement to place the *Draft Customer Experience Strategy* 2024 – 2027 on public exhibition for consultation with the community. Public exhibition will provide an opportunity for the community and other key stakeholders to review and respond to the Draft Strategy, and in particular, the identified focus areas and actions.

Operational Plan Objective

A.127: Monitor and report on Customer Feedback Program to track real-time satisfaction with Council services.

A.128: Conduct Mystery Shopping Program across Council.

A.129: Finalise Customer Experience Strategy and commence implementation.

124/23 RESOLVED

That Council:

- 1. Endorse the *Draft Customer Experience Strategy 2024 2027* and place the document on public exhibition for a period of 56 days.
- 2. Receive a report following the conclusion of the public exhibition period in February 2024, outlining submissions received on the *Draft Customer Experience Strategy 2024 2027* and detailing any changes to the final document recommended to Council for adoption.

(Moved Councillor Pascale Esber/Seconded Deputy Mayor George Mannah)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 85/23) DRAFT YOUTH ACTION PLAN 2024 - 2027 - ENDORSEMENT FOR PUBLIC EXHIBITION

File No: 23/47281

<u>Summary</u>

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

This report seeks Council's endorsement to place the *Draft Youth Action Plan 2024 – 2027* on public exhibition for consultation with the community. Public exhibition will provide an opportunity for the community and other key stakeholders to review and respond to the Draft Plan, and in particular, the identified priorities and actions.

Operational Plan Objectives

A.7 Develop and implement the Youth Action Plan.

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

125/23 RESOLVED

That Council:

- 1. Endorse the *Draft Youth Action Plan 2024 2027* and place the document on public exhibition for a period of 89 days.
- 2. Receive a report at the March 2024 meeting, following the conclusion of the public exhibition period, outlining submissions received on the *Draft Youth Action Plan 2024 2027* and detailing any changes to the final document recommended to Council for adoption.

(Moved Councillor Pascale Esber/Seconded Councillor Hugo Robinson)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 86/23) BURWOOD COUNCIL ANNUAL REPORT 2022 - 2023

File No: 23/46951

<u>Summary</u>

Burwood Council's Annual Report for the financial year 2022 – 2023 has been prepared in accordance with the *Local Government Act 1993* (the Act) and the Office of Local Government's Annual Report requirements.

Operational Plan Objective

P.43 – Plan, monitor and report on the delivery of services and initiatives in accordance with the Integrated Planning and Reporting Framework under the Local Government Act A.104 - Undertake corporate planning and reporting

126/23 RESOLVED

That Council endorse the Burwood Council Annual Report 2022 – 2023.

(Moved Deputy Mayor George Mannah/Seconded Councillor Pascale Esber)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 87/23) COUNCIL MEETINGS, BRIEFINGS AND WORKSHOP SCHEDULE FOR 2024

File No: 23/44682

Summary

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

Operational Plan Objective

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

127/23 RESOLVED

That Council:

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

(Moved Councillor Hugo Robinson/Seconded Councillor Heather Crichton)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 88/23) DRAFT PUBLIC INTEREST DISCLOSURES POLICY - ADOPTION

File No: 23/41740

Summary

Under the new *Public Interest Disclosures Act 2022* (PID Act), Council is required to have in place a Public Interest Disclosures Policy that reflects the requirements of section 43 of the PID Act. Following a period of public consultation, the draft *Public Interest Disclosures Policy* is now presented to Council for formal adoption.

Operational Plan Objective

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

128/23 RESOLVED

That Council:

- 1. Adopts the draft *Public Interest Disclosures Policy* appearing as Attachment 1 to this report.
- 2. Revokes the *Procedure for Assessing Public Interest Disclosures and Investigations* that was adopted by Council on 27 August 2019 under the former *Public Interest Disclosures Act 1994*, which has now been repealed.

(Moved Councillor Pascale Esber/Seconded Councillor Heather Crichton)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 89/23) MANDATORY NOTIFICATION OF DATA BREACH SCHEME - ENDORSEMENT OF DRAFT POLICIES FOR PUBLIC EXHIBITION

File No: 23/47596

Summary

This report outlines the response to the new Mandatory Notification Data Breach Scheme that will come into effect following amendments to the *Privacy and Personal Information Protection Act 1998*. While many elements of that response are internal operational matters, the new requirements impact two public-facing policies, as well as the creation of a new publicly available register. It is proposed those two policies — the *Data Breach Policy* and the *Privacy Management Plan* — be publicly exhibited for comment prior to formal adoption by Council.

Operational Plan Objective

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

P.50 Advance Council's Cyber Security capabilities to safeguard customer information and access to services

129/23 RESOLVED

That:

- 1. Council endorses the draft *Data Breach Policy* at Attachment 1 for public exhibition for a period of 28 days.
- 2. Council endorses the draft *Privacy Management Plan* at Attachment 2 for public exhibition for a period of 28 days.
- 3. The General Manger bring a report back to Council for the formal adoption of the *Data Breach Policy* and *Privacy Management Plan* following consideration of the outcome of the public exhibition period.

(Moved Deputy Mayor George Mannah/Seconded Councillor Hugo Robinson)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 90/23) BUDGET REVIEW FOR QUARTER ENDING 30 SEPTEMBER 2023

File No: 23/44623

Summary

The 2023-2024 Budget was adopted at the Council Meeting held on 27 June 2023 with a surplus of \$12,718. The adopted budget was prepared on the basis of the organisational structure which includes five Directorates and the Office of the General Manager, (City Assets, City Strategy, Community Life, Corporate Services and People & Performance).

This report provides Council with the financial results for the period ending 30 September 2023, in the 2023-2024 Financial Year. In accordance with Clause 203(1) of the *Local Government* (General) Regulation 2005 (the Regulation) the Responsible Accounting Officer is required to prepare and submit to Council a budget review statement no later than two months after the end of each quarter (except the June Quarter).

The following Statement of Budget Income and Expenditure identifies a forecast funding surplus of \$12,718 as at 30 September 2023 which is the same as the adopted forecast surplus of \$12,718.

Operational Plan Objective

2.3.1 Identify and maintain additional revenue sources to ensure financial sustainability

130/23 RESOLVED

That the:

- 1. Budget Review Statement of the 2023-2024 Budget as at 30 September 2023, 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 2005*, the revised estimates of income and expenditure for 2023-2024 surplus of \$12,718, as shown in the report be approved and that Council's adopted budget be adjusted accordingly and that the expenditure and income variations projected in the report and the transfers to and from External and Internal Restricted Reserves be approved.

(Moved Deputy Mayor George Mannah/Seconded Councillor Pascale Esber)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 91/23) FEES AND CHARGES 2023-2024 - PROPOSED FEE FOR ROADS AND FOOTPATHS AND TRAFFIC MANAGEMENT - RESULTS OF PUBLIC EXHIBITION

File No: 23/46568

Summary

Council resolved at its Meeting of 26 September 2023, to place the draft fees and charges for Roads, Footpaths and Traffic Management on public exhibition for a period of 28 days in accordance with Sections 610F and 705 of the *Local Government Act 1993 (the Act)*. No submissions were received within the exhibition period and the proposed fees are now put to Council for approval. This report seeks Council's adoption of the revised draft fees and charges

for Roads, Footpaths and Traffic Management. The approval of these Fees and Charges will enable Council to continue providing quality public domain works for new developments and ensure the Fees are in line with recent cost escalations.

Operational Plan Objectives

- 2.1 Community confidence in Council's decision making.
- 2.3 Ensure financial sustainability and organisational effectiveness

131/23 RESOLVED

That Council adopt the amended Fees and Charges for Roads, Footpaths and Traffic Management and that the fees and charges be incorporated into Council Schedule of Fees and Charges for the 2023-2024 financial year.

(Moved Deputy Mayor George Mannah/Seconded Councillor Heather Crichton)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 92/23) INVESTMENT REPORT AS AT 31 OCTOBER 2023

File No: 23/10131

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

132/23 RESOLVED

That:

- 1. The investment report for 31 October 2023 be received and endorsed.
- 2. The Certificate of the Responsible Accounting Officer be received and noted.

(Moved Councillor Pascale Esber/Seconded Councillor Heather Crichton)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(ITEM 93/23) LETTER FROM MINISTER FOR PLANNING AND PUBLIC SPACES - LOW AND MEDIUM DENSITY HOUSING ZONES

File No: 23/48579

Summary

This report seeks to table a letter received by the Mayor on 30 October 2023 from the NSW Minister for Planning and Public Spaces the Hon. Paul Scully MP on housing in low and medium density zones across NSW.

Please note, Council staff are currently in the process of arranging a meeting with the Minister for Planning and Public Spaces and his team to obtain further information on the recent announcement. Additionally, Council aims to share with the Minister the vision for the Burwood North Precinct and the contents of the draft Burwood North Masterplan, which is currently on exhibition.

Operational Plan Objective

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

133/23 RESOLVED

That:

- 1. Council receive and note this report and the attached letter from the Minister for Planning and Public Spaces, The Hon. Paul Scully MP on housing in low and medium density zones across NSW.
- 2. The General Manager write to Minister Scully and his colleague Minister Anoulack Chanthivong seeking an update on the Government's rental reforms and how they will promote certainty and affordability for long term members in the private rental market.

(Moved Councillor Ned Cutcher/Seconded Councillor Hugo Robinson)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

REPORTS OF COMMITTEES

(ITEM RC20/23) BURWOOD LOCAL TRAFFIC COMMITTEE - NOVEMBER 2023

File No: 23/46806

Summary

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

Operational Plan Objective

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

134/23 RESOLVED

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

(ITEM LTC27/23) WONGA STREET, STRATHFIELD - PROPOSED STOP CONTROLS

Recommendation

That Council approve the introduction of 'Stop' control signage and associated line marking at the T-intersection of Wonga Street and The Boulevarde, Strathfield

(ITEM TIN1/23) DATES FOR 2024 BURWOOD LOCAL TRAFFIC COMMITTEE MEETINGS

No Decision – Information Item Only

(Moved Deputy Mayor George Mannah/Seconded Councillor Ned Cutcher)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson

Against: Nil

Confidential Items - Closed Session

135/23 RESOLVED

That the meeting move into closed session in order to consider item 94/23 – BUPACC – Revised Funding Strategy.

(Moved Deputy Mayor George Mannah/Seconded Councillor Hugo Robinson)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Esber, Cr Hull, Cr Robinson Against: Cr Cutcher

There were no representatives from the public to address the council before the resolution to move into closed session was carried.

The Meeting moved into Closed Session at 7:00 pm and the public and press excluded from the meeting.

The meeting resumed in Open Session at 7.27 pm

The General Manager reported the resolution for Item 94/23.

(ITEM 94/23) BURWOOD URBAN PARK, ARTS & CULTURAL CENTRE - REVISED FUNDING STRATEGY

File No: 23/47665

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

136/23 RESOLVED

That Council:

- 1. Adopts the Cost Plan for the project as detailed in this report;
- 2. Adopts the funding strategy for the project as detailed in this report;
- 3. Adopts the funding strategy of borrowing from S7.12 funds as detailed in this report;
- 4. Approves the increase to the General Manager's delegations to approve expenditure in respect of this project up to the value detailed in this report.

(Moved Deputy Mayor George Mannah/Seconded Councillor Pascale Esber)

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Esber Against: Cr Cutcher, Cr Hull, Cr Robinson

137/23

RESOLVED

That the meeting resume in open session.

For: Cr Faker, Cr Mannah, Cr Crichton, Cr Cutcher, Cr Esber, Cr Hull, Cr Robinson Against: Nil

(Moved Councillor Heather Crichton/Seconded Councillor Pascale Esber)

This concluded the business of the meeting and Council rose at 7.29 pm.

The Minutes of the Ordinary Meeting held on 28 November 2023 will be submitted for confirmation by Council at its next meeting on 12 December 2023.