



Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Maitland City Council** will be held in the **Council Chambers, Town Hall, High Street, Maitland**, commencing at **5.30pm**.

## **ORDINARY MEETING**

### **AGENDA**

## **26 MARCH 2024**

**JEFF SMITH**  
**GENERAL MANAGER**

**Please note:**

Councillors are reminded of their Oath or Affirmation of Office to undertake their duties in the best interests of the people of the City and Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993, or any other Act to the best of their ability and judgement. Councillors are also reminded of their obligations under the Code of Conduct to disclose and appropriately manage conflicts of interest.

In accordance with the NSW Privacy and Personal Information Protection Act, you are advised that all discussion held during the Open Council meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, Staff member or a member of the public.



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## TABLE OF CONTENTS

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ITEM	SUBJECT	PAGE NO
<b>1</b>	<b>INVOCATION.....</b>	<b>1</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>1</b>
<b>3</b>	<b>APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE .....</b>	<b>1</b>
<b>4</b>	<b>DECLARATIONS OF INTEREST .....</b>	<b>1</b>
<b>5</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....</b>	<b>1</b>
<b>6</b>	<b>BUSINESS ARISING FROM MINUTES .....</b>	<b>1</b>
<b>7</b>	<b>WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS.....</b>	<b>1</b>
<b>8</b>	<b>PUBLIC ACCESS .....</b>	<b>1</b>
<b>9</b>	<b>MAYORAL MINUTE .....</b>	<b>1</b>
<b>10</b>	<b>OFFICERS REPORTS .....</b>	<b>2</b>
10.1	LARGE SITE ELECTRICITY CONTRACT .....	2
10.2	VIBRANT CITY SPONSORSHIP PROGRAM 2023/24 ROUND 2 UPDATE.....	7
10.3	SECTION 356 COMMEMORATIVE AND RECOGNISED DAYS GRANT PROGRAM .....	9
10.4	APPLICATION TO TEMPORARILY SUSPEND ALCOHOL FREE ZONE FOR MAITLAND TASTE FESTIVAL .....	12
10.5	A PLAYSPACE OF SIGNIFICANCE FOR MAITLAND LOCAL GOVERNMENT AREA .....	16
<b>11</b>	<b>POLICY AND FINANCE COMMITTEE .....</b>	<b>22</b>
11.1	COUNCILLOR RECORD KEEPING POLICY REPORT.....	22
11.2	CYBER / INFORMATION POLICY 2024 .....	29
11.3	MANAGEMENT OF TREES ON PUBLIC LAND POLICY REVIEW 2024.....	38

11.4	COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY.....	48
11.5	STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 .....	56
<b>12</b>	<b>NOTICES OF MOTION/RESCISSION .....</b>	<b>67</b>
<b>13</b>	<b>QUESTIONS WITH NOTICE .....</b>	<b>67</b>
<b>14</b>	<b>URGENT BUSINESS.....</b>	<b>67</b>
<b>15</b>	<b>COMMITTEE OF THE WHOLE .....</b>	<b>68</b>
15.1	INTERIM CONTRACT FOR REGIONAL KERBSIDE RECYCLABLE COLLECTION AND PROCESSING .....	68
15.2	CONSIDERATION OF TENDERS - MAITLAND RESOURCE RECOVERY FACILITY STAGE 2 - WEIGHBRIDGE AND GATEHOUSE CONSTRUCTION .....	69
<b>16</b>	<b>COMMITTEE OF THE WHOLE RECOMMENDATIONS .....</b>	<b>70</b>
<b>17</b>	<b>CLOSURE.....</b>	<b>70</b>

**PRESENT**

**1 INVOCATION**

**2 ACKNOWLEDGEMENT OF COUNTRY**

**3 APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE**

**4 DECLARATIONS OF INTEREST**

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- *The Minutes of the Ordinary Meeting held 12 March 2024 be confirmed.*

**6 BUSINESS ARISING FROM MINUTES**

**7 WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS**

**8 PUBLIC ACCESS**

**9 MAYORAL MINUTE**

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## 10 OFFICERS REPORTS

### 10.1 LARGE SITE ELECTRICITY CONTRACT

<b>FILE NO:</b>	<b>55/22</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Matthew Prendergast - Director City Planning Catherine Pepper - Manager Environment &amp; Sustainability</b>
<b>AUTHOR:</b>	<b>Ben Maddox - Principal Sustainability Officer</b>
<b>MAITLAND +10</b>	<b>Outcome 15 To have an effective and efficient Council</b>
<b>COUNCIL OBJECTIVE:</b>	<b>15.1.2 Ensure Council is financially sustainable and meets required levels of performance</b>

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#### EXECUTIVE SUMMARY

*Council's electricity contract for its large site accounts ends on 30 June 2024 with a new electricity contract required from 1 July 2024. This report updates the status process outlined in the 28 November 2023 meeting and identifies decisions required to progress.*

#### OFFICER'S RECOMMENDATION

##### THAT

- 1. Subject to a successful tendering process by the Hunter Joint Organisation, if per annum costs are less than the current overall cost of negotiable components inclusive of renewable energy, the General Manager shall have delegation to enter into a contract for the supply of electricity to Council's large sites and streetlights and present a further report to a future meeting of Council on completion of the process for Council's information.**

#### REPORT

At the 28 November 2023 meeting, Council resolved to join the Electricity Procurement Process proposed by the Hunter Joint Organisation and its procurement arm, Regional Procurement for Council's large sites and street lighting, being:

- The Maitland Administration Centre,
- The Maitland Aquatic Centre,
- The Maitland Regional Art Gallery, and
- Public Street lighting.

The resolution stated that staff would brief Council on the electricity contracting process and provide a progress report prior to completion of the first-round tender process.

LARGE SITE ELECTRICITY CONTRACT (Cont.)

## **Background**

Hunter Joint Organisation (Hunter JO), with support from Mid North Coast Joint Organisation (MNCJO), is facilitating a renewable energy Power Purchasing Agreement (PPA) tender process for regional councils across NSW with electricity contracts expiring in 2024 or 2025. Eleven councils have joined the Powering Tomorrow: Regional Councils NSW PPA (Regional Councils PPA) buyer's group.

As outlined in the previous report the process includes:

- Coordination by HJO Regional Procurement,
- Legal review by Local Government Legal,
- Financial Capacity Assessments – of suppliers,
- Probity support from Procure Group, and
- Expert Energy advice – from Sourced Energy.

Sourced Energy has extensive experience in electricity procurement and most recently facilitated a long-term Electricity Contract Power Purchase for 25 Councils in the Southern Regional Organisation of Councils.

This experienced team of advisors has been selected to support councils during the procurement process and ensure the tendering process will comply with the NSW Local Government Act 1993, Local Government (General) Regulation 2021 and procurement regulatory framework, as well as probity principles.

## **Risk Management**

It is widely accepted in the Electricity Market Sector that the events of June/July 2022 that affected electricity operators, were primarily due to international factors that increased the price of gas and coal, and which flowed on to the Australian Electricity market increasing wholesale prices by 500%. This event required the Network Operator to suspend the market and resulted in 10 Energy Retailers exiting the market in a single year, previous average being 1 per year.

Continued volatility in the electricity market has highlighted the need for an increased focus on energy efficiency and active management of Councils energy loads. Seeking opportunities including via external funding opportunities to reduce energy consumption and network costs is a complementary activity to this procurement process. For example, Council reduced the consumption from its large sites by 21.5% in 2023 vs 2020 primarily due to LED Street Lighting upgrades. This limited the potential impacts of the price increases seen in 2022. It is proposed that the Electricity Procurement process be part of an overall strategy to reduce Electricity consumption and meet Councils Emission reduction Targets.

## LARGE SITE ELECTRICITY CONTRACT (Cont.)

**Mechanism to Accept Electricity Offers**

The aggregated procurement of electricity is complex and challenging for Councils with pricing fluctuating on a daily and intraday basis. There is a short timeframe to lock in and accept prices offered by retailers, which can be as little as 1-2 days in times of market volatility. Acceptance of offers in 48 hours is outside the existing Council meeting timeframes and extremely difficult to coordinate across multiple participating councils with conflicting schedules. In addition, if Councils were to seek a longer timeframe for the acceptance of offers, a risk component may be added to the price by the retailer, resulting in increased costs.

To avoid this risk premium, and as evidenced in previous Local Government aggregated procurement for electricity, Councils have successfully adopted a process compliant with the NSW Local Government Act 1993, Local Government (General) Regulation 2021 and procurement regulatory framework. This process is to provide a Council's General Manager with delegated authority to accept short term validity electricity pricing offers on Council's behalf, within given financial parameters, by Council resolution,

This process has enabled Councils to take advantage of time critical short validity offers and avoid additional costs. To aid Council in providing this GM delegation Price Guidance has been supplied in consultation with MCC staff and the Energy Adviser Sources Energy.

This process has been adopted by the collective group of Councils participating in the Large Site Electricity Contract as the appropriate way for Council to enter into the contract within short time frames.

**Pricing**

The engaged expert Energy Provider Sourced Energy has provided guidance on the likely outcome of the procurement process based on current electricity market conditions. The process of seeking offers from Renewable Energy backed projects means that flat energy rates over the contract period are likely to be provided. The process is seeking contracts out to 2030 which is likely to further incentivize pricing lower than the current ASX price. However, for the purposes of this report, the average of current ASX Energy futures prices out to 2027 have been used.

*Table 1 - Historic and Estimated Future Prices*

	Retail	Network	Renewables 100%	
2018	\$695,718	\$427,097		\$1,122,816
2019	\$616,469	\$436,371		\$1,052,840
2020	\$535,783	\$421,520		\$957,303
2021	\$439,568	\$402,141		\$841,709
2022	\$697,729	\$381,493		\$1,079,222
2023	\$724,374	\$405,419		\$1,129,793
2024	\$503,250	\$391,438	\$67,876*	\$962,564
2025	\$451,176	\$391,438	\$135,753	\$978,366
2026	\$451,176	\$391,438	\$135,753	\$978,366
2027	\$451,176	\$391,438	\$135,753	\$978,366

\* Note only 6 months of renewable energy is included

## LARGE SITE ELECTRICITY CONTRACT (Cont.)

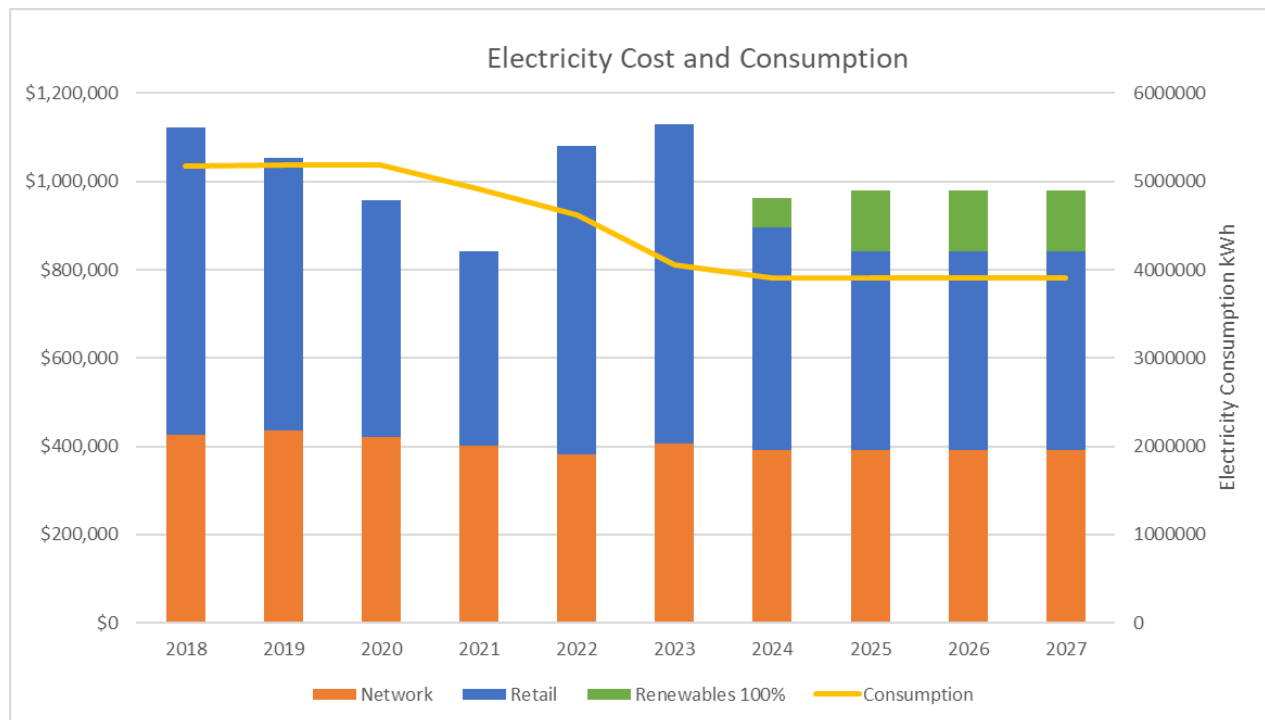


Figure 1 - Historic and Estimated Prices for Large Sites

Table 1 and Figure 1 show the volatility that can occur in electricity pricing and the role which Energy Efficiency plays in moderating the impact of market volatility.

When energy is supplied by a renewable energy project to claim emission reductions, the project provides the renewable energy certificates created known as Large Scale Generation Certificates (LGCs). The cost estimates provided show that based on the current market it is a likely outcome that Council can go to 100% renewables well below the cost experienced in Calendar years 2018, 2019, 2022 & 2023 and at similar cost to 2020.

When combined with the current 100% renewable small sites contract a 100% renewable large sites contract will reduce our current operational emissions profile by 65% putting Council on target to meet its and State Government targets.

## CONCLUSION

Council requires an Electricity Contract for its large sites and streetlighting to commence 1 July 2024.

Current market conditions provide a clear pathway to a 100% renewable energy contract with savings against current and historic electricity costs.

To be able to respond to the outcomes of a tender process in a timely manner. Delegation to the General Manager to enter a contract that meets the criteria of savings against current electricity costs is recommended.

The outcomes of this process to be reported to Council post the outcome.



LARGE SITE ELECTRICITY CONTRACT (Cont.)

### **FINANCIAL IMPLICATIONS**

This matter has direct financial impact upon Council's adopted budget and forward estimates. The process outlined aims to achieve competitive and stable electricity pricing allowing action on onsite measures such as energy efficiency and onsite power generation to further reduce exposure to volatile electricity markets.

### **POLICY IMPLICATIONS**

The NSW Net Zero Future Act sets a clear path for NSW emissions reduction targets to 2050. This includes the primary targets: 50% emissions reductions on 2005 levels by 2030 70% emissions reductions on 2005 levels by 2035 and Net zero by 2050. Procuring renewable energy via a PPA is the best way for councils to reduce emissions in the short term in line with council targets and State Government legislation.

Should 100% renewable be achievable within the General Manager delegation parameters given, this combined with our 100 % Renewable Small Sites contract will reduce Councils current operational emissions profile by 65% putting Council on target to meet its and State Government emission reduction targets.

### **STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

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## 10.2 VIBRANT CITY SPONSORSHIP PROGRAM 2023/24 ROUND 2 UPDATE

<b>FILE NO:</b>	<b>35/76</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Portia Wendt - Coordinator Marketing &amp; Communication Tiffany Allen - Executive Manager People and Performance</b>
<b>AUTHOR:</b>	<b>Cassie Renshaw - Team Leader Marketing</b>
<b>MAITLAND +10</b>	<b>Outcome 1 To stay friendly, happy and proud as our city grows</b>
<b>COUNCIL OBJECTIVE:</b>	<b>1.1.4 Deliver vibrant and valued community events and programs</b>

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### EXECUTIVE SUMMARY

*The Vibrant City Sponsorship Program is an annual program that provides local community and industry groups, events and organisations within the local government area, the opportunity to apply for Council sponsorship. A panel was recently convened to determine successful applicants and allocate sponsorship. This report provides an update regarding the recipients of sponsorship for the second round of funding for the 2023/24 Vibrant City Sponsorship Program.*

### OFFICER'S RECOMMENDATION

**THAT the information contained in this Report be noted.**

### REPORT

The Vibrant City Sponsorship Program 2023/24 opened for a second round of funding, as funds were not exhausted in the first round, in the first week of January 2024 and closed on 31 January 2024. Four submissions were received in the second round with requests totalling \$31,000 in cash and in kind sponsorship (inc GST).

The remaining budget allocation for the second round of the Vibrant City Sponsorship Program 2023/24 was \$6,577.42 (ex GST).

A panel was convened with applications assessed against the criteria as outlined in the Vibrant City Sponsorship Program Guidelines.

The full \$6,577.42 (ex GST) was granted in financial sponsorship to two applicants. The panel deemed the highest scoring applicant, Tocal Field Days Association, would receive 100% of the total amount of sponsorship requested and the remaining amount would be allocated to the second highest scoring applicant, City of Maitland Pipes and Drums, as per the table below:

## VIBRANT CITY SPONSORSHIP PROGRAM 2023/24 ROUND 2 UPDATE (Cont.)

PROJECT/ORGANISATION	CASH (EX GST)	IN KIND (EX GST)
Tocal Field Days Association	\$5,000	\$0
City of Maitland Pipes and Drums Inc	\$1,577.42	\$0
<b>Total</b>	<b>\$6,577.42</b>	<b>\$0</b>

Further details regarding the successful applicants can be found below:

**Tocal Field Days Association – Tocal Rocks Country** – Building on the success of Tocal Field Days, the association is launching this new event with the hope of building it into an annual event, one which becomes a flagship event for the city. Tocal is a beautiful and unique site and the team have placed significant time sourcing suitable artists that have huge appeal including a strong line up of First Nations people. The aim in 2024 is to keep it small (3,000 tickets), intimate and casual within a laid back country setting. The association has confidence in this product supporting it with \$100,000 of their own money to assist launching this event.

**City of Maitland Pipes and Drums Inc – 2024 NSW Pipe Band State Championships in Piping and Drumming** – The City of Maitland Pipes and Drums have been invited by the NSW Pipe Band Association to host this year’s State Championships in Maitland, which will be held at the Maitland Regional Sportsground. This event will feature piping and drumming music and drills at competition standard, attracting Pipe Bands from across NSW. In addition, local community groups will be invited to have a stall to show off what they have to offer to the community.

#### Update on program moving forward

Following the recent realignment of internal departments, Council officers have undertaken an urgent evaluation and review of the Vibrant City Sponsorship Program (VCSP) to see if there was opportunity to consolidate the community grant and sponsorship programs together.

The recommendation is to terminate the VCSP in its current format and consolidate the programs by moving the budget (\$30,000) to the community grants budget beginning the next financial year 2024/25, which will be managed by the City Services team. This ensures the funding will still be available to the community and will be included in the community grants policy (currently under review) that will be presented to Council in April.

The Sponsorship Policy will be reviewed and updated to reflect the above changes. Businesses will still be able to seek sponsorship from Council under the Sponsorship Policy, with agreed funding coming from departmental operating budgets.

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### 10.3 SECTION 356 COMMEMORATIVE AND RECOGNISED DAYS GRANT PROGRAM

<b>FILE NO:</b>	10/5/23
<b>ATTACHMENTS:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Darren Crumpler - Acting Group Manager Culture Community and Recreation Suellen Goyne - Coordinator Aquatic Centres Whitney Hainey - Coordinator Community & Recreation Planning
<b>AUTHOR:</b>	Molly Marsh - Community Development and Programs Officer
<b>MAITLAND +10</b>	Outcome 15 To have an effective and efficient Council
<b>COUNCIL OBJECTIVE:</b>	15.1.2 Ensure Council is financially sustainable and meets required levels of performance

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#### EXECUTIVE SUMMARY

*Council's Section 356 Commemorative and Recognised Days Program aims to assist in the coordination of activities and events within the Maitland LGA, which directly relate to National and International Days or Weeks including Commemorative Days.*

*This report presents to Council a recommendation of Round Two (2) of the Commemorative and Recognised Days Grant applications for 2023/2024 for financial assistance under Section 356 of the Local Government Act 1993.*

#### OFFICER'S RECOMMENDATION

#### THAT

1. Council approve the allocations of funds under Section 356 of the Local Government Act, 1993 as recommended for the three (3) initiatives outlined in this report.
  - 1) East Maitland RSL Sub Branch - ANZAC Day Commemorative Services - \$3,000.00
  - 2) Morpeth ANZAC Day Committee - Morpeth ANZAC Day Commemoration Service - \$3,000.00
  - 3) Maitland RSL Sub Branch - ANZAC Day Memorial Service in Maitland Park - \$3,000.00

#### REPORT

Council's Section 356 Commemorative and Recognised Days Program aims to assist in the coordination of activities and events within the Maitland LGA, which directly relate to National and International Days or weeks including Commemorative Days. The

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**SECTION 356 COMMEMORATIVE AND RECOGNISED DAYS GRANT PROGRAM (Cont.)**

Commemorative and Recognised Days Program aims to provide financial support to local non-profit community-based organisations or groups to provide activities and events that involve, educate and benefit residents in our community up to \$3,000 per application.

Proposed activities and events must be within one of the following categories:

**Commemorative Days**

Ceremonies which acknowledge and commemorate the service and sacrifice of the men and women who served Australia and its allies in wars, conflicts, and peace operations. Qualifying activities and events are primarily annual public Anzac Day and Remembrance Day events. Occasions which commemorate other key anniversaries of wars, conflicts and peace operations which are listed on the Department of Veterans' Affairs.

**Recognised Days and Weeks**

Significant cultural and community initiatives which celebrate National and International Days or Weeks.

Qualifying National Days or Week events considered under this category are listed at:

- National Weeks - [australia.gov.au](http://australia.gov.au) or equivalent.
- International Day/Weeks - United Nations - Observance website or equivalent.

Applications for Round Two (2) of the 2023-2024 Commemorative and Recognised Days Grant applications opened 2 January 2024 with applications closing 13 February 2024.

In response to the call for applications, three (3) applications were received.

**REVIEW AND ASSESSMENT**

Applications are assessed and reviewed by Council Officers and the assessment panel. The Councillors on the committee for this year were Clr Bill Hackney, Clr Kristy Flannery and Clr Sally Halliday. No conflicts of interest were declared by Councillors.

The Assessment Panel convened on 6 March 2024 to assess the applications based on the selection criteria to determine the priority ranking. During the process, the applications were discussed in detail and funding levels determined.

The following table provides a brief description of the projects, the funding amount requested and the funding amount endorsed.

## SECTION 356 COMMEMORATIVE AND RECOGNISED DAYS GRANT PROGRAM (Cont.)

Applicant	Project	Project Cost	Amount Requested	Amount Recommended	Cumulative Total
East Maitland RSL Sub Branch	ANZAC Day Commemorative Services. Held on 25 April 2024.	\$15,400.00	\$3,000.00	\$3,000.00	\$3,000.00
Morpeth ANZAC Day Committee	Morpeth ANZAC Day Commemoration Service. Held on 25 April 2024.	\$5,500.00	\$3,000.00	\$3,000.00	\$6,000.00
Maitland RSL Sub Branch	ANZAC Day Memorial Service in Maitland Park	\$8,750.00	\$3,000.00	\$3,000.00	\$9,000.00

\*The Maitland RSL Sub Branch application was assessed by Council Officers and identified as meeting eligibility criteria and as such is funded as per the Section 356 Community Grants Policy.

As per the Section 356 Community Grants Policy, 12% of the program budget is allocated to the Commemorative and Recognised Days Program. This equates to \$18,000.00. The funding recommendation for applications received is \$9,000.00 resulting in 50% expenditure of the allocated budget across three (3) applications, for Round two (2) of 2023/2024 applications.

### CONCLUSION

The Section 356 Commemorative and Recognised Days Program aims to assist in the coordination of activities and events within the Maitland LGA, which directly relate to National and International Days or Weeks including Commemorative Days.

Each of the three (3) applicants have fulfilled the criteria and have been approved for full funding, continuing Council's longstanding support of the annual ANZAC Day events run through local RSL Clubs.

Council staff highlight that this second round of applications for the 2023/2024 allocation, has exhausted 96% of the Commemorative and Recognised Grant allocation.

### FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

### POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

### STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

## 10.4 APPLICATION TO TEMPORARILY SUSPEND ALCOHOL FREE ZONE FOR MAITLAND TASTE FESTIVAL

<b>FILE NO:</b>	35/21/11
<b>ATTACHMENTS:</b>	1. Alcohol Free Zone suspension zone - Maitland Taste 2024
<b>RESPONSIBLE OFFICER:</b>	Darren Crumpler - Acting Group Manager Community and Recreation Adam Franks - Coordinator City Events & Activation Tori Evans - Events Officer
<b>AUTHOR:</b>	Claire Corcoran - Events Officer
<b>MAITLAND +10</b>	Outcome 9 To show off our city
<b>COUNCIL OBJECTIVE:</b>	9.1.1 Deliver flagship events and place activation programs

### EXECUTIVE SUMMARY

*Council's Events Team has submitted an application to temporarily suspend the Alcohol Free Zone (AFZ) in Central Maitland for the Maitland Taste Festival. The purpose of this report is to inform Council of the AFZ suspension application and request approval.*

*Correspondence was sent to the NSW Police – Hunter Local Area Command seeking comment who responded with no objection to the proposed temporary suspension.*

*The dates and times of the proposed temporary suspension is:*

- Friday 17 May 2024 - 5.00pm – 9.00pm
- Saturday 18 May 2024 - 10.00am – 9.00pm
- Sunday 19 May 2024 - 10.00am – 3.00pm

### OFFICER'S RECOMMENDATION

#### THAT

1. Council resolves to approve the suspension of the AFZ for Maitland Taste Festival per the locations detailed below in this report.
2. The period of the suspension be restricted to the dates, time and locations noted in the report.

#### REPORT

Maitland City Council's Events Team have applied for approval to temporarily suspend the AFZ in Central Maitland for Maitland Taste Festival.

Maitland Taste Festival will bring the community together to celebrate the great food, wine and produce from Maitland and the Hunter Region. The event will feature gourmet food and artisan markets, cooking demonstrations, live music, pop up eateries, kids activities and more.

APPLICATION TO TEMPORARILY SUSPEND ALCOHOL FREE ZONE FOR MAITLAND TASTE FESTIVAL (Cont.)

**Proposed Locations:**

Please refer to attached map for reference.

1. High Street between Elgin Street and Bourke Street
2. Bulwer Street north of Dransfield Lane
3. Dransfield Lane
4. Pedestrian walkway on the eastern side of Elgin Street, between Dransfield Lane and High Street
5. Pedestrian walkway on the western side of Bourke Street between Coffin Lane and High Street
6. Coffin Lane west of Bourke Street
7. The Riverside Walk between 420 High Street and the Bourke Street Link inclusive of the Riverlink, Bourke Street Link and the pedestrian walkway between 420 and 418 High Street.

**Proposed Trading hours:**

5.00pm – 9.00pm, Friday 17 May  
10.00am – 9.00pm, Saturday 18 May and  
10.00am – 3.00pm Sunday 19 May 2024.

A number of local artisan brewers, distillers and wineries will be invited to trade at the event under a pending liquor licence application.

**Consultation with NSW Police**

Correspondence was sent to the NSW Police - Hunter Local Area Command seeking comment, who responded with no objection to the proposed suspension.

This application has been assessed in accordance with the Local Government Act 1993, Chapter 16 part 4 – Street Drinking and Ministerial Guidelines.

**CONCLUSION**

It is proposed that Council resolves to suspend the AFZ for the above locations, date and times to support the delivery of the Maitland Taste Festival 2024

**FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

**POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

**STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.



## **Officers Reports**

# **APPLICATION TO TEMPORARILY SUSPEND ALCOHOL FREE ZONE FOR MAITLAND TASTE FESTIVAL**

## **Alcohol Free Zone suspension zone - Maitland Taste 2024**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 1**



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## 10.5 A PLAYSPACE OF SIGNIFICANCE FOR MAITLAND LOCAL GOVERNMENT AREA

<b>FILE NO:</b>	<b>101/28</b>
<b>ATTACHMENTS:</b>	<b>1. Indicative Citywide Playspace Concept</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Darren Crumpler - Acting Group Manager Culture Community and Recreation Suellen Goyne - Coordinator Aquatic Centres Whitney Hainey - Coordinator Community &amp; Recreation Planning</b>
<b>AUTHOR:</b>	<b>Katherine Simmons - Strategic Recreation Planner Carolyn Xu - Landscape Planner</b>
<b>MAITLAND +10</b>	<b>Outcome 4. To be healthy and active with access to local services and facilities</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.3 Provide facilities that enable us to participate in recreational and sports activities, no matter our background, ability or age</b>

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### EXECUTIVE SUMMARY

*This report addresses Item 1.4.6.2 in Council's Delivery Program 2022-2026: Progress Councils position on a playground of significance and the following Council items:*

*A Notice of Motion submitted on 14 July 2020 for the prospect of constructing a large, fenced playground of significance catering for all abilities and ages in the Maitland Local Government Area.*

*Council's resolution on 20 November 2020 being:*

- 1. That the contents of the report be noted;*
- 2. Production of concept plans and cost estimates for a playspace of significance progress to consideration in the next delivery program;*
- 3. Consideration be given to funding options, including grant applications*

*Site investigation and internal engagement have taken place exploring potential locations that would support the development of a playspace of significance. Maitland Park has been identified as the most suitable site. This report outlines the sites investigated and the process undertaken. A concept plan and cost estimate have been developed in collaboration with internal staff from City Services.*

### OFFICER'S RECOMMENDATION

#### THAT

- 1. That the site location and indicative concept plan is endorsed**
- 2. Council Officers actively seek grant funding for the delivery of the project**

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## REPORT

A playspace of significance, being a City-Wide playspace, is a large playspace with a variety of equipment providing unique experiences, supporting infrastructure and facilities that attract visitors from across the LGA for all-day stays. A significant playspace requires several qualities to support development. Minimum requirements include land size, landform and gradient, zoning, and ownership, no environmental or flora and fauna restrictions, proximity/availability of public transport, existing or ability to build supporting infrastructure such as parking and toilets. Other benchmarks and assessment criteria were considered as part of the evaluation process.

### Investigation process

Suitable sites identified as potential locations for a playspace of significance included Maitland Park, East Maitland Library, Stockade Hill Heritage Park, Harold Gregson Park, and Walka Water Works. These sites were assessed through evaluation, matrix scoring, and internal stakeholder discussions.

For fair and equitable site selection, Council officers developed a scoring matrix, listing essential criteria and site criteria required for developing a playspace of significance, based on benchmarking, Australian standards, and universal design principles. Internal stakeholders scored the proposed locations utilising the matrix, with results then discussed resulting in Maitland Park being identified as the preferred site. A summary of the considerations of each site is provided below.

### Sites considered

#### Stockade Hill Heritage Park

Stockade Hill was identified as a potential site due to its size (6.8ha), popularity, and central location in Maitland. The site is community land and zoned public recreation, with good tree coverage and no issues with flooding or contamination.

This site was eliminated due to limitations including the steep gradient, limiting the area available for development with the level dropping 10m from the existing carpark to the existing playspace, requiring considerable capital investment to provide accessible path systems.

#### East Maitland Library

This site was identified as a potential site due to its land size, co-location with the library, existing parking, existing cafe, proximity to a commercial hub, existing shade, existing paths and broader recreation potential.

This site was eliminated due to limitations including Crown Land ownership, prevalence of threatened ecological communities, storm water impacts, and Aboriginal land claims. Future consideration to upgrade this playspace should be noted due to its popularity.

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A PLAYSPACE OF SIGNIFICANCE FOR MAITLAND LOCAL GOVERNMENT AREA (Cont.)

### **Walka Water Works**

The site is zoned public recreation, owned by Crown Land, and managed by Maitland City Council. The site has good amenities with existing trees and walking trails surrounding a large lake supporting over 140 species of birdlife, the site also features a historical pumphouse.

The site was eliminated due to considerable limitations including limited land availability, existing culturally significant areas requiring further investigation, land contamination, flooding issues, and no public transport access.

### **Harold Gregson**

This site was considered as it is co-located with recreational facilities and is of appropriate size being 2ha. The land is owned by Crown Land and managed by Maitland City Council.

Given the recent development of the site as a multi-functional recreation area, it was eliminated.

### **Maitland Park – Proposed Site**

Maitland Park was identified as the preferred site for the significant playspace. The site currently supports an existing playspace, is on flat land, is co-located with other recreational facilities, is near the town centre, accessible by public transport, and has existing parking. The site also has good amenity and shade with many existing significant canopy trees, and no contamination or flooding issues.

This site would require redevelopment and extension of the existing playspace increasing the size from 0.2 ha to 0.6ha.

### **Proposed concept and estimate cost – Maitland Park**

A high-level indicative concept plan has been developed which includes the desired play types and design principles for the playspace. The indicative concept plan has expanded the existing playspace footprint with increased play value and opportunities for all ages and abilities, intergenerational, inclusive, and challenging play.

Design principles have been developed based on existing site conditions and requirements of the playspace of significance. These principles are:

- Retain all existing canopy trees and substantial green areas to retain the existing significant character of Maitland Park
- Expand existing playspace footprint from 0.2ha to 0.6ha
- Incorporate existing paths and facilities where practical
- Provide increased variety of play for all ages and abilities
- Include iconic items or activities that offer unique experiences
- Retain existing Liberty swing

The indicative playspace concept includes water and sand play, toddler active play, nature play, adventure play, kids bike track, barbeque and picnic area. Community engagement will be required to inform detailed design.

The estimated cost to implement this concept plan is \$7,000,000. The cost reflects benchmark sites of similar size.

A PLAYSPACE OF SIGNIFICANCE FOR MAITLAND LOCAL GOVERNMENT AREA (Cont.)

### **CONCLUSION**

As identified in this report, Maitland Park is the most suitable site for the playspace of significance. The re-developed playspace will provide improved play variety for the local community and visitors and will also encourage and promote wider use of Maitland Park. The indicative concept plan is not funded in the current Delivery Plan. Grant funding opportunities will need to be investigated to deliver the project.

### **FINANCIAL IMPLICATIONS**

The identification of Maitland Park as the preferred location has no financial implication. Future funding will be required for the delivery of a playspace of significance and ongoing maintenance.

### **POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

### **STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

## **Officers Reports**

# **A PLAYSPACE OF SIGNIFICANCE FOR MAITLAND LOCAL GOVERNMENT AREA**

## **Indicative Citywide Playspace Concept**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 1**





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## 11 POLICY AND FINANCE COMMITTEE

### 11.1 COUNCILLOR RECORD KEEPING POLICY REPORT

<b>FILE NO:</b>	118/1
<b>ATTACHMENTS:</b>	1. Councillor Record Keeping Policy
<b>RESPONSIBLE OFFICER:</b>	Linda McLaren - Office Manager Kelsie Wilson - Team Leader OGM
<b>AUTHOR:</b>	Tina Nay - Senior Governance Officer
<b>MAITLAND +10</b>	Outcome 15. To have an effective and efficient Council
<b>COUNCIL OBJECTIVE:</b>	15.3.2 Increase understanding of Council activities through accessible and clear messaging and information

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#### EXECUTIVE SUMMARY

*Councillors are required under the State Records Act 1998, to register records they create or receive that relate to the business of Council. This policy sets out the requirements and the process for registering Councillor Records into Council's record keeping system.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council adopt the Councillor Record Keeping Policy 2024.

#### REPORT

Councillors are subject to the requirements of the *State Records Act 1998* and are required to make and keep records that relate to the business of Council.

Accurate record keeping is important as it provides evidence of Councillor actions and decisions and establishes precedents for future decision making; it also supports the transparency of Councillor conduct and protects the rights and interests of the Council, Councillors and customers.

The Councillor Record Keeping Policy enables Councillors to fulfill this requirement, and is based on the Model Policy produced by State Records.

This policy clearly outlines the importance of record keeping, provides examples of the types of information required to be kept and clearly established the responsibilities of Councillors in relation to record keeping and the process for records to be captured in Council's Corporate Information System.

A review of the policy has been undertaken, with minor changes to align it to current organization structure.

COUNCILLOR RECORD KEEPING POLICY REPORT (Cont.)

## **CONCLUSION**

The Councillor Record Keeping Policy 2024 will ensure that full and accurate records relating to the activities and decisions of Councillors in the course of their council duties, are created, captured, managed and disposed of appropriately to meet organisational needs and legislative requirements.

## **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

## **POLICY IMPLICATIONS**

The report involves the updating of an existing policy and will therefore require an amendment to Council's Policy Register.

## **STATUTORY IMPLICATIONS**

The adoption of the Councillor Record Keeping Policy will assist Council to meet its legislative requirements under the State Records Act 1998.

## **Policy and Finance Committee**

# **COUNCILLOR RECORD KEEPING POLICY REPORT**

## **Councillor Record Keeping Policy**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 4**









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## 11.2 CYBER / INFORMATION POLICY 2024

<b>FILE NO:</b>	<b>35/1</b>
<b>ATTACHMENTS:</b>	<b>1. Cyber / Information Security Policy</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Mark Margin - Executive Manager Customer &amp; Digital Services</b>
<b>AUTHOR:</b>	<b>Adam McCarthy - Manager ICT Operations</b>
<b>MAITLAND +10</b>	<b>Outcome 15 To have an effective and efficient Council</b>
<b>COUNCIL OBJECTIVE:</b>	<b>15.1.4 Implement and maintain a contemporary governance, audit and risk framework</b>

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### EXECUTIVE SUMMARY

*Council is committed to continuously improving its cybersecurity posture. The cyber / information security policy has been developed to reflect the dedication to maintaining a secure and resilient digital environment and outlines the roles and responsibilities in relation to cyber security.*

*Following adoption, the Cyber / information security policy will be made publicly available on Council's website, and for staff via the intranet.*

### OFFICER'S RECOMMENDATION

#### THAT

- Council adopt the Cyber / Information Security Policy 2024**

### REPORT

Cyber security has fast become a critical component of Information Technology and related systems within local government. Cyber Security controls are measures used to protect systems and information from compromise of integrity, confidentiality, and availability. Although there is no mandatory requirement for local councils to establish a formalised Cyber Security policy for these controls, there are strong recommendations for the development of such policy from industry bodies such as Digital NSW and Cyber Security NSW.

The Cyber Information / Security policy, included in attachment 1, has been developed to provide transparency to Council's response and controls for protecting critical systems from external or internal threats and to safeguard the information held within these systems. This policy also outlines the roles and responsibilities for implementing, maintaining, and testing of these cyber security controls to reduce the risk of a cyber security incident or information breach.



CYBER / INFORMATION POLICY 2024 (Cont.)

Following adoption, the Cyber / information security policy will be made publicly available on Council's website, and for staff via the intranet.

### **CONCLUSION**

A new Cyber / Information Security policy has been developed to outline the responsibilities for controls and maintenance for protecting Council's Information Technology systems and the information held within these systems. This policy, once adopted, will be incorporated into Council's Policy Register.

### **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

### **POLICY IMPLICATIONS**

The adoption of the Cyber / Information Security Policy 2024 will result in an amendment to Council's Policy Register.

### **STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

# **Policy and Finance Committee**

## **CYBER / INFORMATION POLICY 2024**

### **Cyber / Information Security Policy**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 6**















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### 11.3 MANAGEMENT OF TREES ON PUBLIC LAND POLICY REVIEW 2024

<b>FILE NO:</b>	<b>122/938</b>
<b>ATTACHMENTS:</b>	<b>1. DRAFT Management of Trees on Public Land Policy 2024</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Ashley Kavanagh - Acting Group Manager Infrastructure &amp; Works</b>
<b>AUTHOR:</b>	<b>Caine James - Operations Manager Recreation Works</b>
<b>MAITLAND +10</b>	<b>Outcome 1 To stay friendly, happy and proud as our city grows</b>
<b>COUNCIL OBJECTIVE:</b>	<b>1.1.3 Improve the appearance and presentation of the city, supporting a sense of community pride</b>

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#### EXECUTIVE SUMMARY

*Council's 'Management of Trees on Public Land' Policy last adopted 25 February 2020, has been reviewed in consultation with key Council staff and external stakeholders. Australian Standard AS4373 – Pruning of Amenity Trees 2007 has been reviewed and reflected in this policy along with considerations to related Council policies, procedures and best practice approaches.*

*The reviewed 'Management of Trees on Public Land' Policy will ensure that Council effectively and efficiently complies with, administers and enforces the Australian Standard AS4373 – Pruning of Amenity Trees 2007. The reviewed 'Management of Trees on Public Land' Policy will also ensure that there are clear guidelines for managing and protecting Council assets on Council land and Council managed land.*

#### OFFICER'S RECOMMENDATION

##### THAT

- Council's 'Management of Trees on Public Land' Policy 2024 be adopted.**

#### REPORT

A periodic review has been undertaken of the 'Management of Trees on Public Land' policy adopted 25 February 2020. The existing policy required revision to better address emerging environmental challenges, align with community expectations and improve the preservation and enhancement of trees on public land in the Maitland LGA. Council has liaised with external service providers to ensure all existing and future planted trees on Council land have the best opportunity to be preserved and mature while managing conflict with services and/or present maintenance considerations for the future. These

## MANAGEMENT OF TREES ON PUBLIC LAND POLICY REVIEW 2024 (Cont.)

proposed policy changes aim to create a more comprehensive and forward-thinking approach to managing trees on public land addressing long term sustainability of individual trees and urban forests within Maitland.

The review has also included reviewing private plantings on Council's road reserves. At this stage the recommendation is to maintain the direction that Council does not support private planting based on risk to Council. The potential liability that Council has relates to people working on public land, private plantings that may lead to personal injury through to public and private utility and/or property damage. This liability potential is further increased should these works not be completed to a standard that considers all safety and liability aspects around plantings on public land.

In lieu of private planting activities, Council has streamlined the application process to allow customers to request that Council plant a street tree on public land near their property. Council will conduct a site assessment and appropriate service locations, and if the area is deemed appropriate, Council will undertake the planting as per the request. Noting that the resident will be encouraged to help establish the tree via watering as required.

## **POLICY CHANGES**

In response to evolving environmental concerns, urban development trends and community expectations, the following policy changes are recommended:

- The policy scope has been updated to align with Councils Development application process.
- The update outlines Councils process to conduct tree assessments and who is responsible for such assessments. Additional information has been added to this policy to clearly describe when tree maintenance will not generally be carried out. Examples of this includes when pruning has been conducted contrary to Australian Standard AS4373/2007 by someone other than Council staff or engaged contractor, for reasons of height reduction, improving visibility for commercial purposes and allergen causing trees.
- The contact details have been updated to align with Councils process of lodging customer requests. Wording has been updated to inform where Council may consider having tree roots cleaned from sewer or storm water between property boundaries and the service main.
- Treatment of pest and disease activity in trees on Council land has been updated to provide clear definition of Councils position when pest and diseases are identified.

## MANAGEMENT OF TREES ON PUBLIC LAND POLICY REVIEW 2024 (Cont.)

- This policy review has highlighted the need to provide a simple process to encourage requests for planting of new trees on Council land. These updates provide a systematic approach to improve the understanding and flow of how to complete a request for a new tree on Council land. Council is working through website updates to include clear information for residents on the request process, including who can plant trees on Council land and who is responsible for the species selection.
- The addition of two new sections in this policy relating to "Development and Project Planning" and "Vandalism" is a step forward in bolstering Council's commitment to preserving our precious natural resources. These updates provide a robust framework for managing and safeguarding trees on Council land. It also ensures that current legislation, Acts, and Australian Standards, are met. By incorporating these elements, we are enhancing our leadership in tree management on public land while also outlining enforcement capabilities for actions undertaken in contrast to this policy. This proactive approach ensures the long-term health and vitality of our urban green spaces, fostering a more sustainable and vibrant environment for the future.

**CONCLUSION**

The 'Management of Trees on Public Land' 2024 Policy will provide guidance to Council in relation to the management of trees on public land.

It is recommended that Council adopt the reviewed 2024 Management of Trees on Public Land Policy.

**FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

**POLICY IMPLICATIONS**

This report involves the adoption of a new policy and will therefore require an amendment to Council's Policy Register.

**STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

## **Policy and Finance Committee**

# **MANAGEMENT OF TREES ON PUBLIC LAND POLICY REVIEW 2024**

## **DRAFT Management of Trees on Public Land Policy 2024**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 6**















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## 11.4 COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY

<b>FILE NO:</b>	35/1
<b>ATTACHMENTS:</b>	1. Councillor Induction and Professional Development Policy
<b>RESPONSIBLE OFFICER:</b>	Linda McLaren - Office Manager Kelsie Wilson - Team Leader OGM
<b>AUTHOR:</b>	Tina Nay - Senior Governance Officer
<b>MAITLAND +10</b>	Outcome 15 To have an effective and efficient Council
<b>COUNCIL OBJECTIVE:</b>	15.1.4 Implement and maintain a contemporary governance, audit and risk framework

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### EXECUTIVE SUMMARY

*Maitland City Council's (Council) is committed to ensuring that the mayor and councillors have access to induction and ongoing professional development which will assist them to develop and maintain the skills and knowledge required to effectively perform their civic role and responsibilities under the Local Government Act 1993 (NSW) (the Act).*

### OFFICER'S RECOMMENDATION

#### THAT

1. Council adopt the Councillor Induction and Professional Development Policy

### REPORT

The Office of Local Government released the Councillor Induction and Professional Development Guidelines (including a model policy) to assist general managers and council staff to develop, deliver, evaluate and report on the induction and professional development programs they are required to provide mayors and councillors under the Local Government (General) Regulation (2021).

### CONCLUSION

Minor changes to the policy include updates to the business group and legislation.

### FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

### POLICY IMPLICATIONS

The adoption of the Councillor Induction and Professional Development Policy will result in an amendment to Council's Policy Register.

COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY (Cont.)

**STATUTORY IMPLICATIONS**

The Councillor Induction and Professional Development Policy allows Council to effectively exercise its functions under the Local Government Act 1993.

## **Policy and Finance Committee**

# **COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY**

## **Councillor Induction and Professional Development Policy**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 5**













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## 11.5 STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024

<b>FILE NO:</b>	<b>82/2</b>
<b>ATTACHMENTS:</b>	<b>1. Council's Holdings as at 29 February 2024</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Matthew Prendergast - Director City Planning Annette Peel - Manager Finance &amp; Procurement</b>
<b>AUTHOR:</b>	<b>Narelle Jeffries - Financial Accountant Laura Barry - Financial Accountant</b>
<b>MAITLAND +10</b>	<b>Outcome 15 To have an effective and efficient Council</b>
<b>COUNCIL OBJECTIVE:</b>	<b>15.1.2 Ensure Council is financially sustainable and meets required levels of performance</b>

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### EXECUTIVE SUMMARY

*Clause 212 of the Local Government (General) Regulation 2021 requires Council to report on its investments.*

*As at the end of February 2024, Council had investments totalling \$218,714,504 under management.*

*Council's investment portfolio recorded a marked-to-market return of 5.82% per annum versus the bank bill index benchmark return of 4.43% per annum. The actual investment return for the month of February was \$980,837 a favourable variance of \$253,162 when compared to the monthly budget forecasts of \$727,675.*

*Council remains fully compliant with all Investment Policy requirements.*

### OFFICER'S RECOMMENDATION

#### THAT

- 1. The report indicating Council's Funds Management position be received and noted.**
- 2. The certification of the Responsible Accounting Officer be noted and the report adopted.**

### REPORT

For the month of February 2024, Council has total cash on call and investments of \$218,714,504 comprising:

- On call accounts           \$9,014,835
- Investments                 \$209,699,669

STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

This is compared to the month of January 2024 where Council had \$208,207,105 under management. The increase in the portfolio balance is due to the availability of rate funds around the third quarterly instalment due date.

Whilst Council has in excess of \$200 million under management, 56% of the portfolio is externally restricted funds, pertaining to developer contributions and domestic waste management reserves.

In February, Council's investment portfolio recorded a marked-to-market return of 5.82% per annum versus the bank bill index benchmark return of 4.43% per annum. Over the past 12 months, the investment portfolio has returned a marked-to-market return of 4.62%, versus the bank bill index benchmark's 4.10%.

The market valuations of Council's floating rate notes further improved over the month and were the primary contributor to the strong marked-to-market performance.

Without marked-to-market influences, Council's investment portfolio yielded 5.07% per annum for the month, up from 4.99% per annum in January. This is based on the actual interest income being earned on existing investments and excludes the underlying changes to the market value of the bonds in the portfolio.

During February, Council had maturities of \$17 million across 7 term deposits with terms ranging from 6-24 months paying an average of 4.52% per annum. Council invested \$21 million among a wide range of term deposits with maturities ranging between 7 and 12 months paying an average of 5.12% per annum.

Council also invested \$4.5 million in four newly issued floating rate notes for its long term portfolio. With maturities ranging between 3 and 5 years, the new senior ranked bank issues are paying quarterly interest rates of 3 month bank bill swap rate +0.96% per annum to +1.85% per annum. With the 3 month bank bill swap rate in the 4.35% per annum area, Council's new Floating Rate Notes have all started out with quarterly rates well above 5% per annum and into the 6% per annum area.

Council has a well-diversified portfolio invested among a range of term deposits, fixed rate bonds and floating rate notes from highly rated Australian authorised deposit-taking institutions.

Global issues:

- Global inflation remains high but there has been encouraging progress in reducing inflation towards central banks' targets. Much of the easing in inflation in advanced economies has been due to easing of energy and goods prices.
- Global shipping costs have increased recently, partly in relation to attacks on vessels in the Red Sea, but the increases in shipping costs have been small relative to those experienced during the supply chain constraints of the pandemic years.
- Economic growth has slowed to below-trend rates in many advanced economies in response to restrictive monetary policy settings. This has contributed to progress in returning inflation to target ranges.

## STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

- Despite inflation data trending in the right direction, central banks remain wary of cutting rates too soon. Both the United States Federal Reserve and the European Central Bank noted that they want to see more evidence that inflation is under control.
- February business conditions Purchasing Managers' Indices (PMIs), which are surveys of businesses around the world, were mixed across major countries – slightly up in Europe, the United Kingdom and Australia but down in the United States and Japan.

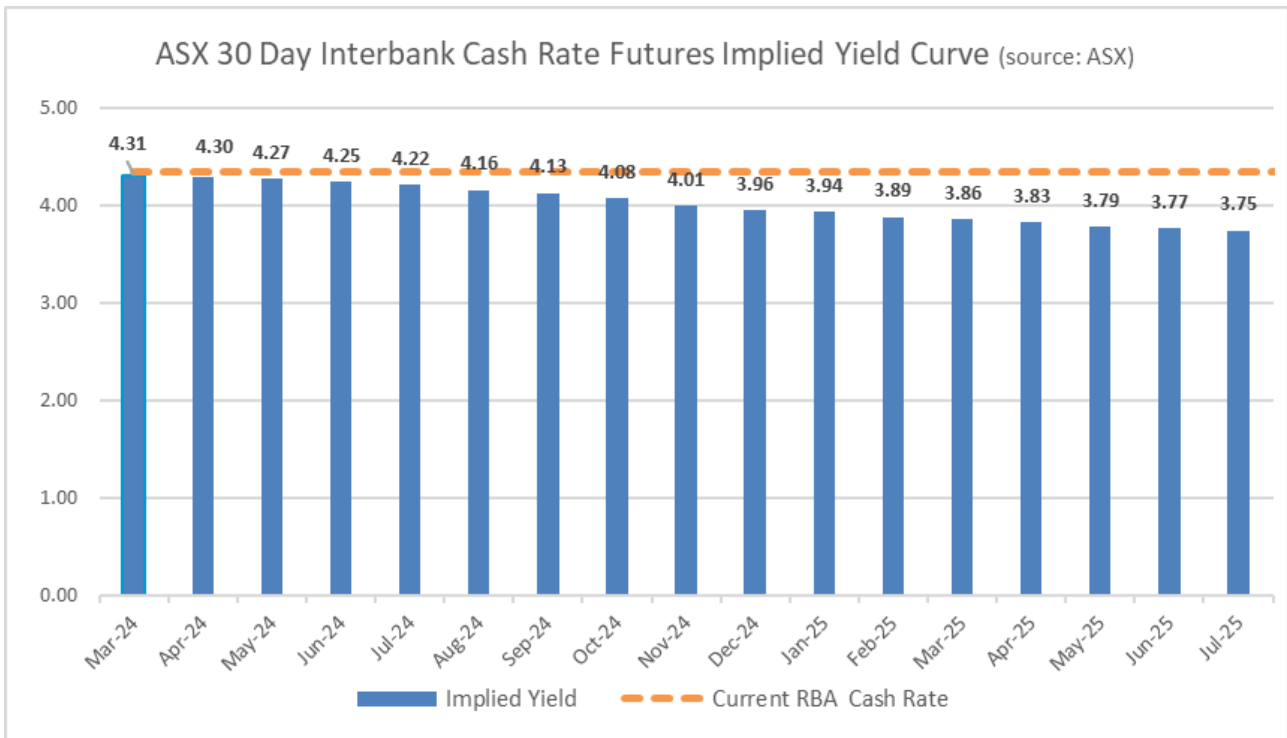
## Domestic issues:

- Latest annual wages growth data showed an increase of 4.2% year over year resulting in the first rise in real wages (wages growth minus inflation) since 2021. The rise in real wages was only just 0.1% but with inflation likely to slow further relative to wages economists expect real wage growth to be around +0.5% by year end.
- The RBA has revised downward its near-term outlook for Gross Domestic Product growth from the outlook three months ago. This mainly reflects a weaker outlook for consumer spending. As inflation moderates and real incomes start to rise, consumption growth is expected to recover gradually to its pre-pandemic average by next year.
- The latest monthly Consumer Price Index release, which is less comprehensive than the quarterly releases but provide important trend indicators, remained at 3.4% for the second month in a row. The December quarterly inflation release showed a decrease to 4.1% year over year from September quarter's 5.4% year over year level.

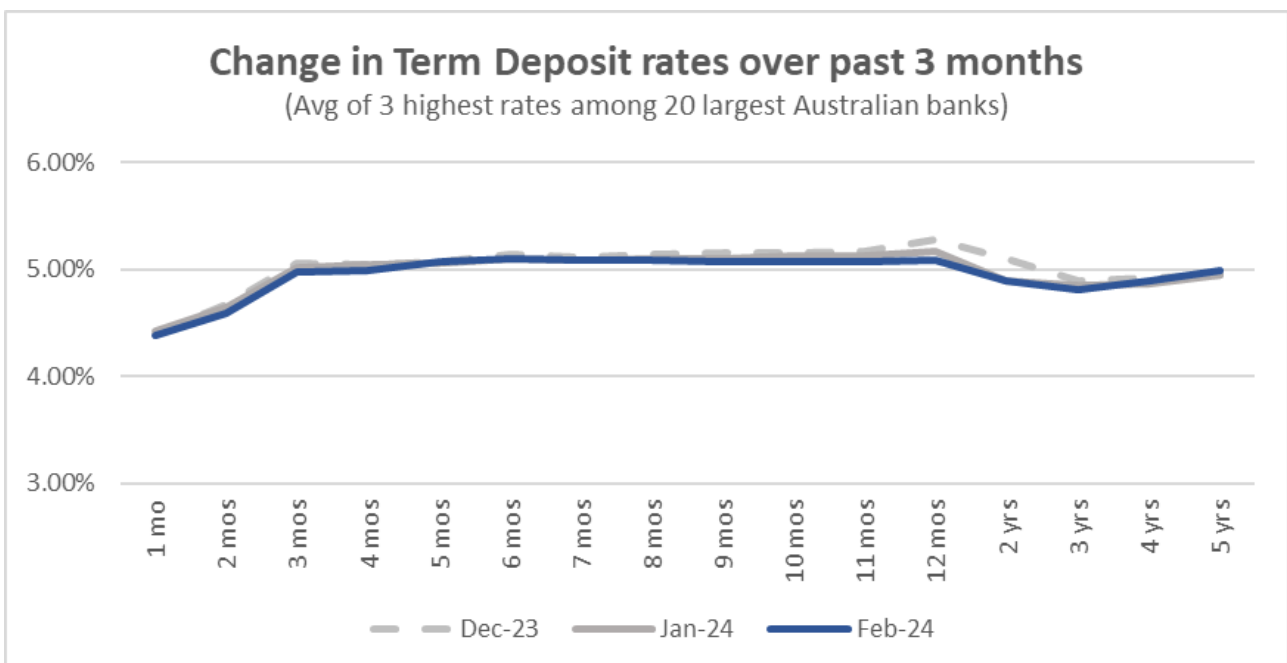
## Interest rates:

- The RBA kept the official cash rate unchanged at 4.35% following its February meeting.
- Despite considering a possible 25 basis point rise to speed up the expected time it will take for inflation to come back within the 2-3% target range, the central bank board members were comforted by the moderation in inflation over the past few months and willing to continue to monitor with no change to rates.
- Meanwhile, the market is pricing in a 25 basis point rate cut by October and at least one more rate cut by mid-2025:

STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)



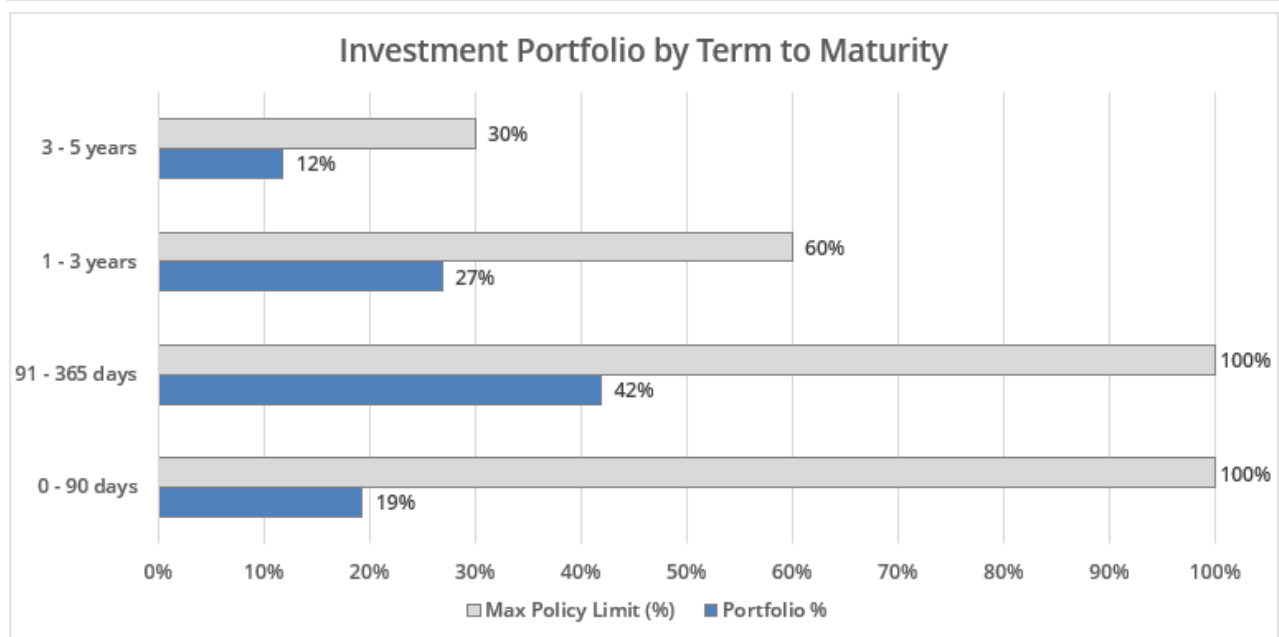
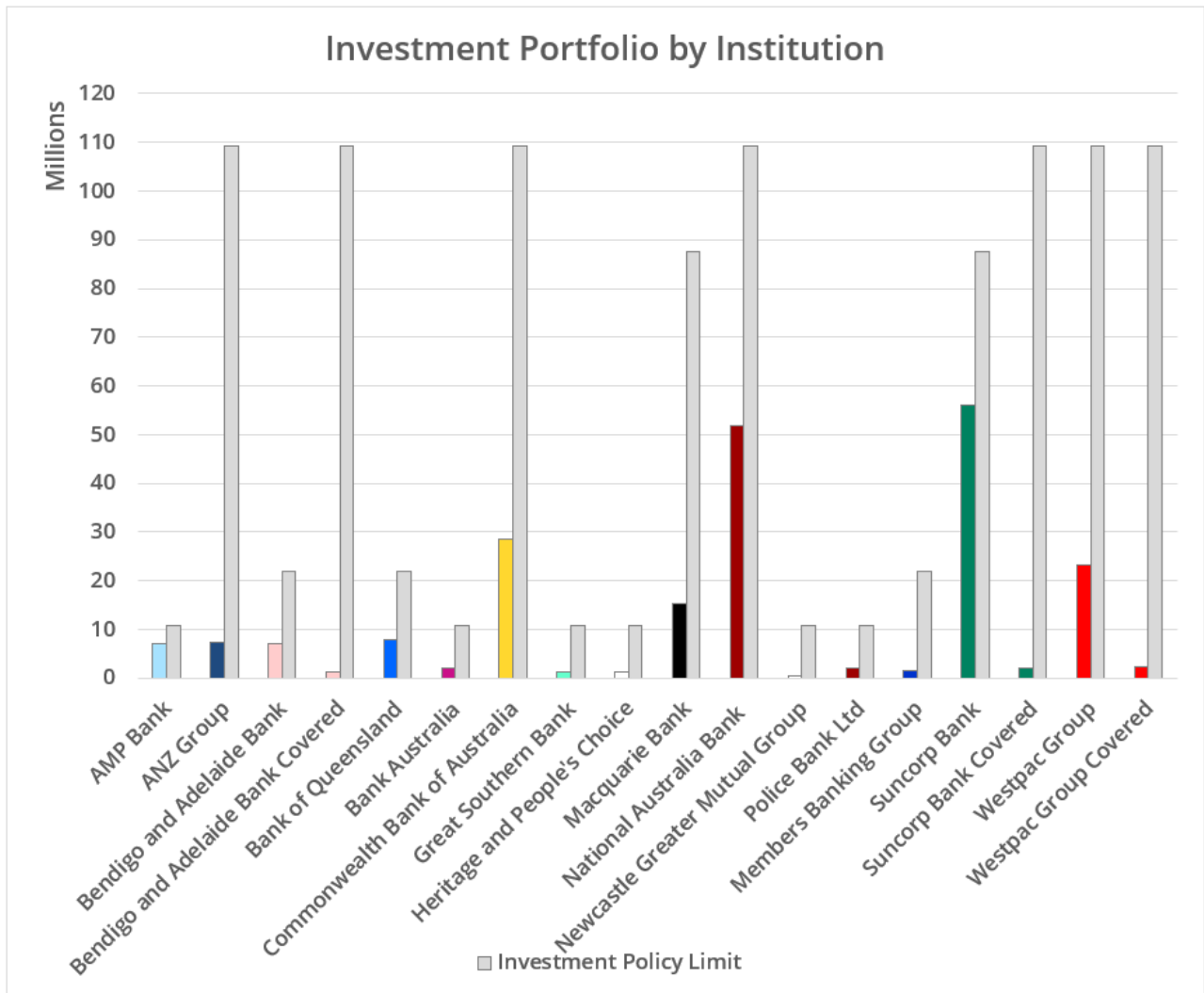
- In February, term deposit rates in the 1 to 12 month range declined slightly, with the largest fall of 8 basis points at 12 months. Long term rates were largely unchanged over the month.



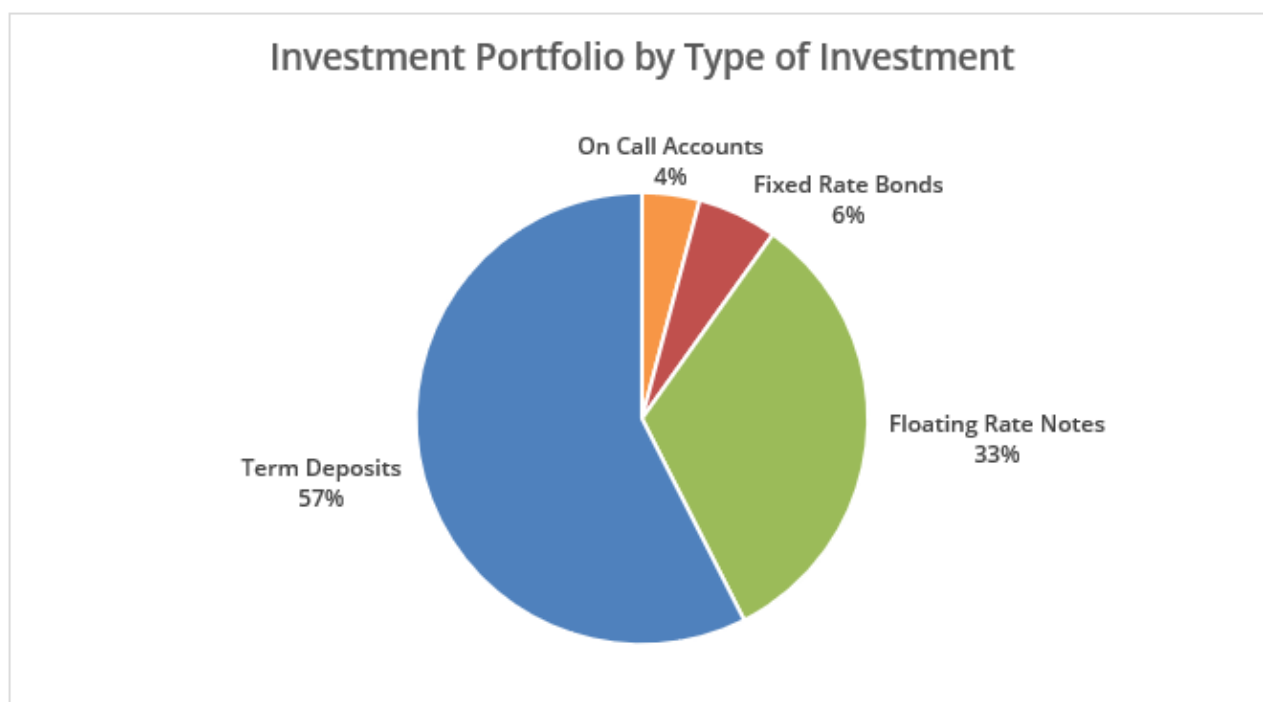
All market commentary is provided by Prudential Investment Services who advise on the management of Council's investment portfolio.

STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

PORTFOLIO ANALYSIS



## STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

**INVESTMENT PORTFOLIO AT A GLANCE**

Portfolio Performance vs 90 day Bank Bill Index	✓	Council's investment performance did exceed the benchmark for the month of February 2024
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**Investment Policy Requirement**

Legislative requirements	✓	Fully compliant
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

**Investment Performance v Benchmark**

Term	Investment Portfolio Return	Benchmark: Bloomberg AusBond 90 day Bank Bill Index	RBA cash rate
1 month	5.82%	4.43%	4.35%
3 months	5.51%	4.43%	4.35%
6 months	5.03%	4.31%	4.27%
FYTD	4.99%	4.34%	4.22%
12 months	4.62%	4.10%	4.09%



## STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

**Monthly Comparison: Investment Performance vs Benchmark****CONCLUSION****Certification of Responsible Accounting Officer**

The Responsible Accounting Officer certifies that the investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

**FINANCIAL IMPLICATIONS**

The original budget provision for interest on investments for the 2023/2024 financial year was \$7,750,000. During the second quarterly budget review process, this was increased by \$1,017,155 to a revised budget reported to council of \$8,767,155 for the 2023/2024 financial year.

The actual investment return for the month of February was \$980,837. This amounts to a favourable variance of \$253,162 when compared to the revised monthly budget forecasts of \$727,675. It should be noted that \$159,404 of this variance has been allocated to the externally restricted funds.

The revised year-to-date budget forecast for investment returns is \$5,821,400. The actual investment returns for the year to date are \$7,059,093, amounting to a favourable variance of \$1,237,693 which can be attributed to the current high interest rate environment.

STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024 (Cont.)

**POLICY IMPLICATIONS**

Council's investments are made in accordance with Council's Investment Policy.

**STATUTORY IMPLICATIONS**

The above amounts have been invested and reported in accordance with:

- Section 625 of the Local Government Act, 1993
- Clause 212 of the Local Government (General) Regulation 2021

## **Policy and Finance Committee**

# **STATEMENT OF INVESTMENTS AS AT 29 FEBRUARY 2024**

## **Council's Holdings as at 29 February 2024**

**Meeting Date: 26 March 2024**

**Attachment No: 1**

**Number of Pages: 2**





**12 NOTICES OF MOTION/RESCISSION**

**13 QUESTIONS WITH NOTICE**

**14 URGENT BUSINESS**

## **15 COMMITTEE OF THE WHOLE**

### **15.1 INTERIM CONTRACT FOR REGIONAL KERBSIDE RECYCLABLE COLLECTION AND PROCESSING**

<b>FILE NO:</b>	<b>61/26/1</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Matthew Prendergast - Director City Planning</b>
<b>AUTHOR:</b>	<b>Matthew Prendergast - Director City Planning</b>
<b>MAITLAND +10</b>	<b>Outcome 13 To reduce our waste</b>
<b>COUNCIL OBJECTIVE:</b>	<b>13.1.2 Deliver a sustainable waste management collection and disposal service</b>

*THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

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#### **EXECUTIVE SUMMARY**

*Council's recycling service is managed by Hunter Resource Recovery Pty Limited (HRR) on behalf of Lake Macquarie, Cessnock, Maitland and Singleton councils (Member Councils) under delegation granted by resolution of each Member Council.*

*HRR's current kerbside recyclable collection and processing commenced on 1 July 2013 and expires on 30 June 2025 with no extension options available.*

*To achieve optimal service continuity and to allow time for the market to stabilise and achieve financial sustainability, this report recommends HRR enters into a short-term (18 months + 18 months) contract with Solo (on substantially the same terms and conditions as the current Solo contract) without going to tender.*

## 15.2 CONSIDERATION OF TENDERS - MAITLAND RESOURCE RECOVERY FACILITY STAGE 2 - WEIGHBRIDGE AND GATEHOUSE CONSTRUCTION

<b>FILE NO:</b>	<b>2023/137/2303</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Ashley Kavanagh - Acting Group Manager Infrastructure &amp; Works Todd Stanley - Manager Building Projects &amp; Services</b>
<b>AUTHOR:</b>	<b>Bill Ray - Operations Manager Civil Projects</b>
<b>MAITLAND +10</b>	<b>Outcome 13 To reduce our waste</b>
<b>COUNCIL OBJECTIVE:</b>	<b>13.1 Limit the amount of waste we create and send to landfill</b>

*THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

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### EXECUTIVE SUMMARY

*Tenders were called to engage a suitably qualified and experienced contractor to complete the construction of a new site entry, gatehouse, two weighbridges and associated works at the Maitland Resource Recovery Facility (MRRF), which will form Stage 2 of the MRRF upgrade.*

*Four (4) tenders were received and assessed by a tender review panel. This report provides details of the tender assessment and a recommendation to award a contract for the works. This report is being presented to the Committee of the Whole as it contains confidential information.*



**16 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**17 CLOSURE**