



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

23 APRIL 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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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 9 April 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

10 OFFICERS REPORTS

10.1 APPROVAL OF WORKS IN KIND AGREEMENT - SHARED PATHWAY THORNTON NORTH - ALLAM PROPERTY GROUP PTY LTD

FILE NO:	103/41/52
ATTACHMENTS:	1. Draft Works in Kind Agreement (Under Separate Cover)
RESPONSIBLE OFFICER:	Matthew Prendergast - Director City Planning Brett Gardiner - Manager Strategic Planning Adam Ovenden - Coordinator City Planning Anne Humphries - Principal Development Contributions Planner
AUTHOR:	Melissa Harvey - Development Contributions Officer
MAITLAND +10	Outcome 2 To easily get to where we want to go
COUNCIL OBJECTIVE:	2.2.1 Develop and promote Council's long term program for road and related infrastructure construction and maintenance

EXECUTIVE SUMMARY

Council is in receipt of an application from Allam Property Group to enter into a Works in Kind Agreement for the delivery of a shared pathway which forms part of an item identified as TN30 in the Thornton North Development Contributions Plan.

The subject works traverse several development sites over which the Developer has received approvals for the subdivision of land. Details of the consents and proposed works are presented in the body of the report along with applicable s7.11 Development Contributions levied under the TNCP.

The draft Agreement has been prepared and is now presented with a recommendation for approval.

OFFICER'S RECOMMENDATION

THAT

- 1. THAT the draft Works in Kind Agreement as presented in Attachment 1 to this report be approved.**

REPORT

Various development consents have been issued to Allam Property Group (the Developer) for the subdivision of land in the Sophia Waters Estate which forms part of the Thornton North Urban Release Area. The consents have been issued subject to a range of conditions including:

- The levying of development contributions in accordance with the Thornton North Development Contributions Plan (TNCP), and
- The construction of a shared pathway which forms part of an item included in the TNCP identified as TN30.

The line item in the TNCP allows for a shared pathway length of 5,841m with a total value of \$1,319,198.

The developer has made application to enter into a Works in Kind Agreement (WIK) for the delivery of that part of TN30 which is contained within their development site. The works traverse three development sites for which consents have been issued. Details of the DA's and individual work items is presented in Table 1 below:

DA Number	Lots	Length of Works	Cost
16/432	233	268m	\$60,528
16/2890	48	384m	\$86,727
19/652	130	342m	\$77,241
Total	411	994m	\$224,496

Table 1 – DA Consents and TN30 Works

Figure 1 below shows the location of the subject works within each development site.



Figure 1 – TN30 Works

 APPROVAL OF WORKS IN KIND AGREEMENT - SHARED PATHWAY THORNTON NORTH - ALLAM PROPERTY GROUP PTY LTD (Cont.)

The TN30 works included in the development site for DA 16-432 (highlighted in blue above) have been completed and all contributions under this DA have been paid. It is therefore proposed that the WIK will authorise the reimbursement of construction costs (\$60,528) from the Recreation & Open Space Category of the TNCP.

Works under the development consents issued for DA's 16/2890 and 19/652 (highlighted above in orange and red respectively) are underway with development contributions required to be paid on a stage-by-stage basis to enable the release of subdivision certificates in each stage. It is proposed that offsets in the Recreation and Open Space Category of these DA's will be applied following issue of the Practical Completion Certificate for the TN30 works in each stage of the development as follows:

DA Number	Recreation & Open Space Contributions	Proposed Offset for TN30 Works	Balance of Contributions to be paid
16-2890	\$233,791	\$86,727	\$147,064
19-652	\$706,810	\$77,241	\$629,569

Table 2 – Recreation & Open Space Contributions

WORKS IN KIND AGREEMENT

The draft WIK is presented in **Attachment 1** to this report.

Council's Material Public Benefit/Works in Kind Policy has been prepared to set out Council's policies and procedures relating to the acceptance of WIKs offered by developers in part or full satisfaction of the payment of monetary s7.11 contributions and to ensure probity and transparency in the decision-making process.

In accordance with the Policy the following heads of consideration are to be addressed as part of the assessment process:

- The access, siting and design of the proposed facility in the context of the proposed development and adjoining current or future development that would be expected to benefit from the facility.**

The proposed works have been designed and located in accordance with the Thornton North Development Control Plan (DCP) and the TNCP. The works have been subject to the development assessment process ensuring appropriate connectivity with adjoining sites and overall compliance with plans and policies.

Future development applications will consider the ongoing connectivity of the shared pathway across additional adjoining sites.

- Whether the proposed WIK will be to a suitable standard for the Council to eventually accept.**

Conditions of consent require detailed construction plans to be submitted prior to the issue of the subdivision certificates. Inspections have been and will be carried out prior to issue of Practical Completion Certificates to ensure the works are completed in accordance with approved plans.

3. Whether the works schedule, particularly the design and cost of the specified facility, in the contributions plan remain valid or require amendment.

The TNCP is currently operating under the state government's \$30,000 cap on development contributions. These arrangements have been in place since March 2011 and have prevented Council from indexing the work schedules or reviewing the designs and costs in the Plan. In consultation with Council's Infrastructure and Works Department a review of the TN30 plans and costs was undertaken. The funds allocated in the TNCP have been allocated based on this review ensuring appropriate disbursement of funding across the entire length of TN30.

4. Whether the applicant proposes to carry out the work to a higher standard than the baseline facility specified in the contributions plan and whether there is any requirement or expectation for a credit against any other contributions.

The Developer has indicated that their costs will exceed the value allowed for in the TNCP. However, the WIK is clear in that any additional costs will be borne by the developer and there is no expectation that Council will provide reimbursement for any amount by which the works value in the TNCP is exceeded.

5. The financial implications for cash-flow and the continued implementation of the works schedule.

The WIK proposes the reimbursement of funds by way of a payment for works completed under DA 16/432 and offsets for the remaining works under DA's 16/2890 and 19/652. Council is currently holding sufficient funds to make the reimbursement payment. This payment and the offsetting of the remaining works value under the aforementioned DA's will have no negative impacts on cash flow or the continued implementation of the works schedule.

CONCLUSION

This report provides Council with the final draft WIK for approval. A detailed assessment and negotiation process has demonstrated that the works have been and will be delivered in accordance with approved plans and to the standards identified in the TNCP.

Council has followed its adopted policy processes for the receipt, review and assessment of the WIK and on this basis, it is recommended that Council proceed with the approval of the Agreement.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates as the works are to be funded entirely by contributions collected under the TNCP.

APPROVAL OF WORKS IN KIND AGREEMENT - SHARED PATHWAY THORNTON NORTH - ALLAM PROPERTY GROUP PTY LTD (Cont.)

POLICY IMPLICATIONS

This matter has no specific policy implications for Council as the proposed WIK is consistent with the TNCP and the Material Public Benefit/Works in Kind Policy.

STATUTORY IMPLICATIONS

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

10.2 GRANT APPLICATION UNDER THE PLAY OUR WAY PROGRAM 2024

FILE NO:	65/87
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Tiffany Allen - Executive Manager People and Performance Darren Crumpler - Acting Group Manager Culture Community and Recreation
AUTHOR:	Michelle Ayoub - Corporate Grants Lead Kelly Arnott - Manager Corporate Planning and Performance
MAITLAND +10	Outcome 4 To be healthy and active with access to local services and facilities
COUNCIL OBJECTIVE:	4.3.3 Construct, maintain and manage inclusive sport and recreation facilities across the city

EXECUTIVE SUMMARY

This report outlines a grant opportunity to seek funding under the Play Our Way Program available through the Department of Health and Aged Care.

OFFICER'S RECOMMENDATION

THAT

- Council support a grant application under the Play Our Way Program to complete stage two upgrade works at Cooks Square Park.**
- The outcome of the application is reported back to Council through the quarterly grants update.**

REPORT

The Australian Government is providing \$200 million through the Play Our Way program to provide local solutions and improvements that address sports participation barriers faced by women and girls.

The objectives of the program are to:

- build and upgrade sport and physical activity facilities to better meet the needs of women and girls, and prioritise equitable and enduring access and use of these facilities for the purposes of women and girls' participation in sport and physical activity
- foster positive experiences for women and girls through quality sport and physical activity participation initiatives, including equipment, that are modern, inclusive, welcoming, safe, and tailored to the needs of women and girls, including those experiencing intersectional disadvantage
- provide enduring programs and initiatives that address barriers for women and girls to participate in sport and physical activity and build a culture of equality, respect and inclusion in sport and physical activity

GRANT APPLICATION UNDER THE PLAY OUR WAY PROGRAM 2024 (Cont.)

- address discrimination and inequality that women and girls encounter and provide opportunities to participate in, contribute to, and remain involved in, all aspects of sport and physical activity for life.

Stream 1 of the program for facilities includes construction-related activities (for example, final design, project management, construction and fit out costs). Eligible expenditure items must be directed to initiatives supporting women and girls' participation in sport and physical activity.

- Construction of new and/or modified facilities, playing areas and spaces for sport and physical activity to make them more inclusive, safe, and accessible, and provide equitable and enduring opportunities for women and girls to train and compete.
- Construction of new and/or upgraded amenities (e.g. change rooms, showers, toilets) at facilities for sport and physical activity that improve access, safety and use by women and girls and are financially sustainable.

Applicants can apply for \$50,000 - \$1,500,000 for projects that support new and upgraded facilities, playing areas and spaces for sport and physical activity specifically for women and girls. The project must be completed by 30 June 2027. An Expression of Interest is to be submitted by 29 April 2024.

The proposed project Council staff have decided to progress for this opportunity is the Upgraded facilities at Cooks Square Park - Stage 2. Cooks Square Park is one of only two city-wide football (soccer) facilities within the eastern precinct of Maitland. The funding amount requested is anticipated to be \$1,300,000.

Cooks Square Park has been home to the Maitland Football Club (Maitland FC) since 1968. The club has experienced strong growth, increasing from three teams in 2014 to 23 teams in 2021, including two Men's and two Women's National Premier League teams, three Premier Youth League Girls teams and five Premier Youth League Boys teams. The club has 300 elite registered players.

The rapid increase in youth and female membership has emphasised additional requirements for the facility, placing constraints on growth by impacting training and the scheduling competition matches. This opportunity would complete much needed works would provide a local solution and improvement that addresses sporting participation barriers faced by women and girls.

Stage one works at the facility are now complete under the Federal Government's Investing in Our Communities program and included the creation of additional training areas and two Under 11 standard sized pitch for 'matchdays', fencing, relocated lighting and overall site drainage.

The stage two works would include items such as installation of sub soil drainage to the new training pitch, stage two floodlight upgrade to achieve semi-professional match play on field 1 (200 Lux) and amateur match play on the field 2 (100 Lux), additional fencing, 'equal access' standard footpaths to ensure compliant connectivity around the upgraded facilities and minor landscape work to compliment the upgrade, as well as detailed design and approvals for the next stage of works including a clubhouse building including female inclusive change rooms.

GRANT APPLICATION UNDER THE PLAY OUR WAY PROGRAM 2024 (Cont.)

CONCLUSION

If successful, the grant application would allow Council to provide a more inclusive, safe, and accessible, facility ensuring equitable and enduring opportunities for women and girls to train and compete.

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.

10.3 GRANT APPLICATION UNDER THE ROAD SAFETY PROGRAM 2023-24 TO 2025-26

FILE NO:	65/86
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Ashley Kavanagh - Acting Group Manager Infrastructure & Works Kelly Arnott - Manager Corporate Planning and Performance
AUTHOR:	Chris Pinchen - Operations Manager Transport & Infrastructure Engineering Kate Taylor - Road Safety Officer Michelle Ayoub - Corporate Grants Lead
MAITLAND +10	Outcome 2 To easily get to where we want to go
COUNCIL OBJECTIVE:	2.2.2 Make our roads safer through the timely delivery of road maintenance and safety programs

EXECUTIVE SUMMARY

This report outlines a grant opportunity to seek funding under the joint Federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts and the State Transport for NSW Road Safety Program. Three (3) projects that align with the program objectives have been identified for grant funding nomination.

OFFICER'S RECOMMENDATION

THAT

1. Council support grant applications under the Road Safety Program for the following projects:
 - a. Tigerhawk Drive and Heritage Drive Chisholm – Roundabout,
 - b. Raymond Terrace Road Thornton Shared Pathway – Between Settlers Boulevarde and Hillgate Drive, and
 - c. Ashtonfield Public School – School Zone Road Safety Infrastructure.

REPORT

The Road Safety Program 2023/24 to 2024/25 was launched by the Federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts in July 2023. In early 2024, the Department partnered with state agency Transport for NSW (TfNSW) to make funding available over three financial years out to 2025/26. There is \$91.8 million worth of funding available to councils across New South Wales as part of the joint funded program.

GRANT APPLICATION UNDER THE ROAD SAFETY PROGRAM 2023-24 TO 2025-26 (Cont.)

The objectives of the Program are to:

- Deliver lifesaving road safety treatments on remote, regional, and urban roads.
- Support the delivery of infrastructure priorities from the National Road Safety Action Plan 2023-25.

Outcomes sought from investments under this program include:

- Improved risk ratings on roads to a minimum of 'three star' rating on high-risk highways and arterial roads
- Improved protection for vulnerable road users, particularly on urban footpaths, shared pathways, cycleways and road crossings.

The Road Safety Program provides funding within the main program, as well as under the following sub-programs:

- Walking and Cycling Infrastructure Sub-Program
- School Zone Infrastructure Sub-Program

Funding of the Road Safety Program will be done on a 50:50 basis between the government departments. Co-contributions can be nominated but are not a requirement. Assessment criteria and weightings associated with the program are - Road Safety Outcomes, Evidence of Economic Benefit, Construction and Readiness Risk, and Evidence of Road Safety Risk Rating Improvement (25 per cent each).

Briefings on the grant program have noted that the Road Safety Program has similar characteristics to other grant funding programs such as the Black Spot Program and the Get NSW Active Program. Maitland Council has project nominations with both of these grant programs which have not yet been determined. Advice provided to potential grant applicants under the Road Safety Program was to lodge (re-lodge) projects under the Road Safety Program as this would allow projects secondary opportunities for success. TfNSW may then be required to make a determination on the source of grant funding in cases where funding may be secured from multiple programs.

It is proposed that grant applications be submitted to potentially fund:

- a. Tigerhawk Drive and Heritage Drive Chisholm – Roundabout (\$570,000)
- b. Raymond Terrace Road Thornton Shared Pathway – Between Settlers Boulevarde and Hillgate Drive (\$650,000)
- c. Ashtonfield Public School – School Zone Road Safety Infrastructure (\$340,000)

Total cost of the projects is estimated at \$1,560,000. Co-contribution by Council is not proposed and the projects will seek full funding from the program in order to not impose any financial constraints on Councils existing operational budget. It is considered that sufficient Council resources (staffing) exists to allow delivery of the projects which may also include utilising external consultants and/or contractors for project delivery if required.

GRANT APPLICATION UNDER THE ROAD SAFETY PROGRAM 2023-24 TO 2025-26 (Cont.)

CONCLUSION

If any of the projects are successful, grants would allow Council to deliver critical infrastructure that aligns with our transport and road safety objectives.

FINANCIAL IMPLICATIONS

This additional infrastructure would be estimated to add an additional \$15,000 - \$20,000 annually to ongoing maintenance and future capital budgets.

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 HUNTER ESTUARY VIBRANT RIVER EDUCATION GRANT PUBLIC EXHIBITION RESPONSE

FILE NO:	55/8
ATTACHMENTS:	1. Engagement Report Hunter River Education Program (Under Separate Cover)
RESPONSIBLE OFFICER:	Matthew Prendergast - Director City Planning Catherine Pepper - Manager Environment & Sustainability
AUTHOR:	Deanne Nelson-Pritchard - Principal Estuary Officer
MAITLAND +10	Outcome 10 To love and look after our great outdoors
COUNCIL OBJECTIVE:	10.3.2 Partner with relevant parties to protect, enhance, maintain and restore river and wetland health and amenity through the development and delivery of a Hunter River Estuary Coastal Management Plan

EXECUTIVE SUMMARY

This report provides the results of the public consultation undertaken for the Vibrant River Education Project, including draft site plans at the three river sites of Melville Ford, Lorn and Morpeth Queens Wharf. This project addresses community concern on human actions that result in increased erosion at Melville Ford, Lorn and Morpeth. Feedback received during public consultation indicates community concern about the state of the river and the need to provide resourcing and management past this project to develop a healthy river that can be protected and utilised by the whole community.

Community feedback has been incorporated into site plans and ongoing education initiatives, however, has not changed the intent of the project overall.

OFFICER'S RECOMMENDATION

THAT

1. Feedback received from the community consultation is noted.
2. Implementation of works at the three river sites of Melville Ford, Lorn and Morpeth Queens Wharf proceed, incorporating the amendments outlined in the report.

REPORT

On 27 February 2024, Council considered a report on progress of the grant funded Hunter Estuary Vibrant River Education project and associated draft site plans to assist with education about river health and management. Council resolved that:

1. *The draft site plans for the Vibrant River Education Project be put on public exhibition for 28 days*
2. *If no submissions are received at the closing of public exhibition the project will start implementation with a tree planting and education event beginning in Lorn as provided in Attachment 3 and begin detailed signage design for Morpeth, Lorn and Melville Ford*
3. *If submissions are received, Council officers will report back to Council.*

HUNTER ESTUARY VIBRANT RIVER EDUCATION GRANT PUBLIC EXHIBITION RESPONSE (Cont.)

Councilors further requested that comment be sought from the Maitland City Council Access and Inclusion Reference Group.

Information was received in relation to the public exhibition via a social pinpoint survey, however important comments were also received via Facebook and a letter. Key stakeholders were also actively invited for comment including the Hunter Valley Flood Mitigation Scheme, Crown Lands (now Department of Planning, Housing and Infrastructure), Mindaribba Local Aboriginal Land Council and Transport NSW.

The consultation project was well received with 402 visits to the social pinpoint page and 65 survey responses. Responses of value were also received via Facebook with 41 comments received and a detailed submission from the Hunter Landcare Network seeking to rehabilitate the Hunter's Dry Rainforest at the sites.

Overall, the responses showed our community's concern for the health of the river, a recognition of the river as an asset to the area for both the community and tourism, and a desire for more Council action and resourcing beyond this project to protect and rehabilitate the Hunter River within Maitland.

Detailed findings of the consultation are presented in the engagement report in **Attachment 1**. Community feedback across Melville Ford, Queens Wharf in Morpeth, and Lorn Riverbank highlights a shared community concern for environmental preservation and sustainability.

While there is overall support for the proposed initiative in general to all site feedback, the community's common concerns were regarding the effectiveness of signage, with a notable lack of confidence in their ability to alter community behaviour and suggestions for introducing more enforceable measures.

Melville Ford

Feedback advocated for preservation through revegetation, implementing physical barriers and enforceable measures to complement signage and education to change behaviours.

The following enhancements have been made to the project following community consultation:

- Continue to work with the City Services group to identify opportunities for access restriction to the area whilst providing parking and walking access to the site,
- Continue to work with City Planning to investigate enforcement measures for inappropriate activities occurring at the site,
- Continue to liaise with Hunter Local Land Services on opportunities for revegetation around the Melville Ford section of the river, and
- Structure wording and visual graphics of signage to capture all users attention and ensure placement is useful and limited impact from flooding.

Morpeth, Queens Wharf

The proposed concept plan for Queens Wharf at Morpeth received mixed responses. Feedback focused on practical accessibility and a more traditional educational approach to environmental preservation over technological enhancements like gamification.

The following enhancements have been made to the project following community consultation:

- Remove gamification signage and provide more traditional signage along existing concrete pathway for accessibility. Ensure signage can be used by visually impaired people,
- Investigate further opportunities for revegetation along the riverbanks in liaison with City Services, and
- Explore opportunities to have more shade available at the site but ensuring access to landholdings not impacted.

Lorn Riverbank

Feedback for the riverbank in Lorn Riverbank highlights significant concerns for erosion control, a desire for native vegetation restoration, and improved recreational amenities and access, balanced by a concern for the impacts of proposed developments on the site and their ability to withstand future flooding.

The following enhancements have been made to the project following community consultation:

- Project will be retained as provided particularly starting at the top of bank to recognise the impacts of flooding as provided by the hydrologic consultants,
- Ensure feedback is captured by the developing Hunter Estuary Coastal Management Program to further investigate options to have this reach of the river resilient to future flooding and erosion, and
- Discussions with individuals have expressed an interest in developing the site as a Landcare site. Whilst capacity is not available to undertake a Landcare site at this location, the enthusiasm is acknowledged, and we will continue to seek increases in the environmental resourcing with a view to provide these opportunities into the future.

Specific Consultation Groups**Hunter Valley Flood Mitigation Scheme**

No concerns with the Lorn plan for vegetation work and request to ensure no trees planted within 10 meters of the levee toe as defined in the plan.

Transport NSW

There were no objections to the Lorn project as provided, as it has minimal to no impact on navigation.

Crown Lands (DPHI)

DPHI was unable to provide any feedback due to resourcing constraints. However, the project at Lorn is on land on which Council has care and control and the project is consistent with the recently released Guidelines for Crown Lands. Further feedback will be sought prior to actions undertaken on ground.

Mindaribba Local Aboriginal Land Council (MLALC)

A meeting was held with the CEO of MLALC to discuss each of the sites. There were no objections to the site plans. MLALC offered to assist with on ground activities for the project. Signage will be undertaken in association with the MLALC and at the time of placement of signage and plantings a member of the MLALC (at cost) will be present to identify any relics or issues of concern. Involvement of the First Nations people in these river projects is welcomed and embraced due to their understanding and connection with the river and the synergies of caring for country.

Access and Inclusion Reference Group

A presentation was made to the Access and Inclusion Reference Group during its March meeting. The group raised no objections to the site plans, and provided very useful direction on ensuring these areas are accessible to all sections of the community including those that are visually impaired.

Ongoing Education and Engagement

In addition to the specific site activities identified for Melville Ford, Lorn Riverbank and Morpeth, Queens Wharf, the project includes education and engagement initiatives including talks and presentations, community activities and development of written educational material. Feedback collected during the consultation period is being incorporated into planned education and engagement activities.

CONCLUSION

Overall, the community feedback welcomed this project as a first step and reinforced the need for it to be undertaken in conjunction with an education campaign to combat the issues of signage not being read. Individual site projects have been amended to incorporate community feedback. Further consultation will be undertaken internally within Council to ensure that the site project implementation does not impact on any proposed future uses.

The consultation process showed how knowledgeable and enthusiastic the community is in respect to the river and valued actions to revegetate the sites whilst presenting opportunities for interacting with the river.

HUNTER ESTUARY VIBRANT RIVER EDUCATION GRANT PUBLIC EXHIBITION RESPONSE (Cont.)

FINANCIAL IMPLICATIONS

Proposed amendments to the to the project as a result of community feedback can be made within existing approved budgets.

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.

10.5 GRANT OPPORTUNITIES IDENTIFIED TO ADDRESS FUNDING SHORTFALL FOR TWO MAJOR THORNTON ROAD PROJECTS

FILE NO:	65/15
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Ashley Kavanagh - Acting Group Manager Infrastructure & Works Kelly Arnott - Manager Corporate Planning and Performance
AUTHOR:	Chris Pinchen - Operations Manager Transport & Infrastructure Engineering Michelle Ayoub - Corporate Grants Lead
MAITLAND +10	Outcome 2 To easily get to where we want to go
COUNCIL OBJECTIVE:	2.2.2 Make our roads safer through the timely delivery of road maintenance and safety programs

EXECUTIVE SUMMARY

The purpose of this report is to seek support from Council towards the lodgment of multiple grant funding opportunities that have been identified as potential funding sources to address a shortfall and enable the delivery of two major road projects in Thornton - the Haussman and Raymond Terrace Road intersection and the Taylor Avenue roundabout and Haussman Drive duplication.

OFFICER'S RECOMMENDATION

THAT

1. Council support grant applications to address a shortfall for two major roads projects in Thornton including the Haussman and Raymond Terrace Road intersection and the Taylor Avenue roundabout and Haussman Drive duplication under the for the following funding programs:
 - a. State Voluntary Planning Agreements
 - b. Housing Support Program
 - c. Towards Zero Safer Roads Program
 - d. Heavy Vehicle Safety and Productivity Program
 - e. Regional Precincts and Partnerships Program

REPORT

As previously reported to Council, the Thornton North Section 94 Contributions Plan 2008 has been financially constrained due to the introduction of a cap on the collection of developer contributions and further restricted as project costs increase without a commensurate increase in the indexation of developer contributions. This has had significant financial implications in the delivery of the infrastructure needs of the Thornton and Chisholm suburbs.

GRANT OPPORTUNITIES IDENTIFIED TO ADDRESS FUNDING SHORTFALL FOR TWO MAJOR THORNTON ROAD PROJECTS (Cont.)

Previous reports to Council in December 2019 resolved to pursue infrastructure grant opportunities as they arise to assist with funding shortfalls to assist in the delivery of this infrastructure.

A bundled package of road infrastructure projects called for tenders which incorporated the Haussman Drive and Raymond Terrace Road intersection and the lane duplication of Taylor Avenue from Raymond Terrace Road to Taylor Avenue with Roundabout intersection upgrade at Taylor Avenue. In September 2022 the outcomes from this tendering process was presented to Council which concluded that whilst there was sufficient funding to progress with the Government Road and Raymond Terrace Road intersection, other projects should be withdrawn to allow for the opportunity to seek grant funding for these projects.

A number of grant opportunities have been identified to address the funding shortfall for delivery of these two major road projects.

The works provide a critical link between the Thornton North growth precinct, and the regionally significant employment precincts of Thornton and Beresfield. They will also open up opportunities for the development of new housing.

PROJECT DETAIL**Haussman Drive and Raymond Terrace Road intersection**

- Upgrade of the existing intersection to provide traffic control signals, lane duplication and dedicated turning lanes along Raymond Terrace Road between Harvest Boulevard and Settlers Drive. The project incorporates components identified as TN36, TN37 and TN45 within the Thornton North Section 94 Contributions Plan 2008.
- Project cost estimate - \$34,615,000 plus GST

Haussman Drive lane duplication between Raymond Terrace Road and Taylor Avenue including Taylor Avenue roundabout

- Lane duplication of Haussman Drive in both directions the works will connect to the traffic control signalised intersection described above. As part of the roundabout upgrade at Taylor Avenue and Haussman Drive intersection, a new fourth leg is to be provided to service future development to the west of Haussman Drive. The project incorporates items TN50 and a portion of TN40 as identified within the Thornton North Section 94 Contributions Plan 2008.
- Project cost estimate - \$17,850,000 plus GST

These projects have been identified as a high priority for Council, have been included as part of our Delivery Program and listed as advocacy projects for a number of years. Community frustration regarding the lack of infrastructure delivery has been identified through ongoing community engagement and community surveys.

GRANT OPPORTUNITIES IDENTIFIED TO ADDRESS FUNDING SHORTFALL FOR TWO MAJOR THORNTON ROAD PROJECTS (Cont.)

GRANT FUNDING OPPORTUNITIES

The identified grant opportunities, if successful, would help Council fund these infrastructure projects associated with the Thornton North Urban Release Area.

The opportunities identified include:

State Voluntary Planning Agreements

- \$5M application limit.
- Applications close 29 May.
- Project must be completed by 30 June 2028.
- Round 4 of the State Voluntary Planning Agreement funding program. Eligible councils and agencies can apply for grants for infrastructure projects that support new housing, such as roads and transport, services and amenities, and open space.
- There is \$21.22 million in available funds for Lower Hunter (Maitland City Council, City of Newcastle, Cessnock City Council, Lake Macquarie City Council, Port Stephens City Council).

Housing Support Program

- \$5M application limit.
- Applications open in May.
- A competitive funding program open to all local, state and territory governments across Australia. Funding will be provided via two streams:
- Stream 1 is designed for projects that will improve planning capacity. Open currently.
- Stream 2 will focus on infrastructure projects that support new housing of this program, by ensuring enabling infrastructure and amenities are in place. Opening in May.

Towards Zero Safer Roads Program

- \$10M application limit.
- Applications opened Friday 12 April and close 10 May.
- Project must be developed and delivered by 2026-27.
- The Towards Zero Safer Roads Program is a road safety infrastructure and speed management treatment program that aims to deliver sustainable and long-term reductions in road trauma through upgrades of the existing road network from 2022-23 to 2030-31.
- Round 2 of the Towards Zero Safer Roads Program is deliverable over three years, with up to \$70 million available to Local Government from the \$493 million total Round 2 program value. The Towards Zero Safer Roads Program is an additional funding opportunity to supplement the recently launched Road Safety Program 2023-24 – 2025-26. These programs combined takes the pool of funding available to NSW councils to \$160 million.

GRANT OPPORTUNITIES IDENTIFIED TO ADDRESS FUNDING SHORTFALL FOR TWO MAJOR THORNTON ROAD PROJECTS (Cont.)

Heavy Vehicle Safety and Productivity Program (HVSP)

- \$5M application limit.
- Applications available from July 2024.
- The Heavy Vehicle Safety and Productivity Program (HVSP) is an Australian Government initiative, which has been providing at least \$65 million per year to fund infrastructure projects that improve the productivity and safety outcomes of heavy vehicle operations across Australia. Up to 80 per cent of the total project cost can be funded for rural and regional projects, while for urban projects, up to 50 per cent of the total project cost can be funded under the Program.
- From July 2024, the HVSP and the Bridges Renewal Program (BRP) will consolidate into a single application-based ongoing funding stream under the new Safer Local Roads and Infrastructure Program (SLRIP). Funding for SLRIP will increase gradually, so that an average of \$200 million will be available per year, up from the current \$150 million total annual investment in the HVSP and the BRP.

Regional Precincts and Partnerships Program

- Stream two: Precinct delivery. Project to be included as part of a wider precinct application.
- Grants of between \$5 million and \$50 million will be available to help deliver one or more elements of a precinct. Such as enabling infrastructure (roads, pathways, underground infrastructure), public infrastructure, or open spaces between elements or a particular building that activates other investment.

PROJECT DELIVERY

There is no single grant funding program with individual funding amounts to allow for a single grant application to be lodged. Council has also been liaising with other impacted stakeholders like Transport for NSW who have also identified the possible funding opportunities offered by these grants.

The following table summarises the proposed action to help seek funding necessary to deliver the infrastructure.

	Haussman Drive and Raymond Terrace Road intersection	Taylor Ave Roundabout and Haussman Drive Duplication	Totals
Project estimate	\$34,615,000	\$17,850,000	\$52,465,000
Available S7.11 contributions	TN36 \$2,390,138 TN37 \$5,534,367 TN45 \$2,020,919 (\$9,945,424)	TN50 \$1,986,458 TN40* \$3,791,718 (\$5,778,176)	\$15,723,600
Funding deficit	\$24,669,576	\$12,071,824	\$36,741,400
Targeted grant program	SVPA, HSP, HVSP and TZSRP	RPPP	

GRANT OPPORTUNITIES IDENTIFIED TO ADDRESS FUNDING SHORTFALL FOR TWO MAJOR THORNTON ROAD PROJECTS (Cont.)

* Partial contribution pro-rated against total length of Haussman Drive.

There is no guarantee that any of the grant applications will be successful and there is a risk that Council may not secure the funding needed either in part or in full to deliver these projects. In this case, Council officers will continue pursue infrastructure grant opportunities as they arise to resolve funding shortfalls and to assist in the delivery of this infrastructure.

CONCLUSION

If the applications are successful, grants would allow Council to deliver critical infrastructure that aligns with our transport and road safety objectives.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget. Ideally grant funding will be sought to cover the full cost of project delivery. However, it is expected that successful grant applications will require a Council commitment and the expenditure of collected funds from the Thornton North Section 94 Contributions Plan 2008 aligned to the infrastructure projects.

Council resources including officer support for project management and delivery are expected to be accommodated within existing operational budgets. Where consultants and other contractors may be utilised to support project delivery, these have already been identified as part of total project costs.

The upgrading of road infrastructure will have an impact on future Council operational budgets associated with a requirement for future long term increased maintenance resources as a result of the increased road surface and improved infrastructure provision. However this requirement will be offset in part by gains associated with the re-construction of road pavements drainage and other Council assets.

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.

11 POLICY AND FINANCE COMMITTEE

11.1 BUILDING LINE AND FENCING - RADBURN ESTATE POLICY REPORT

FILE NO:	21/41
ATTACHMENTS:	1. Building Line and Fencing - Radburn Estate Thornton Policy 2024
RESPONSIBLE OFFICER:	Matthew Prendergast - Director City Planning Cindy Littlewood - Manager Development & Compliance
AUTHOR:	Andrew Ashton - Coordinator Building & Development
MAITLAND +10	Outcome 7 To afford the house we want in the neighbourhood we like
COUNCIL OBJECTIVE:	7.2.1 Maintain guidelines for appropriate design and construction of major subdivisions

EXECUTIVE SUMMARY

This is a review of an existing policy. The contents of this policy are to be implemented into a future development control plan review. In the interim, the contents of this policy are required to be endorsed for use until the DCP review has occurred. This policy sets out the requirements and the process for building line setbacks and fencing requirements with Radburn Estate.

OFFICER'S RECOMMENDATION

THAT

1. The Building Line and Fencing - Radburn Estate Policy 2024 be adopted.

REPORT

The policy is a renewal of an existing policy which aims to clearly identify requirements for building setbacks to boundaries and requirements for fencing within Radburn Estate.

The policy sets out to retain a consistent streetscape and character through the provision of appropriate setbacks. It also sets out to establish appropriate fencing guidelines with Radburn Estate.

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

CONCLUSION

The Building Line and Fencing- Radburn Estate Policy will ensure that consistent building line setbacks are maintained and the current integrity of the streetscape is continued.

Additionally, it will ensure consistent appearance of fencing within Radburn Estate.

BUILDING LINE AND FENCING - RADBURN ESTATE POLICY REPORT (Cont.)

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 Building Line and Fencing- Radburn Estate Policy will assist Council to meet its legislative requirements under the Environmental Planning and Assessment Act 1979, Environmental Planning and Assessment Regulation 2021 and Maitland Local Environmental Plan 2011.

Policy and Finance Committee

BUILDING LINE AND FENCING - RADBURN ESTATE POLICY REPORT

Building Line and Fencing - Radburn Estate Thornton Policy 2024

Meeting Date: 23 April 2024

Attachment No: 1

Number of Pages: 3

BUILDING LINE AND FENCING - RADBURN ESTATE POLICY REPORT (Cont.)

**DATE ADOPTED:****VERSION: 1.1****POLICY OBJECTIVES**

1. To establish an appropriate building line for those lots within the Radburn Estate at Thornton which have a property frontage to a public reserve.
2. To ensure the integrity of the streetscape and character of public spaces through the provision of appropriate building setbacks and the establishment of appropriate fencing guidelines.

POLICY SCOPE

1. This policy applies to lots within the Radburn Estate at Thornton which have a property frontage to a public reserve.
2. The lots within the Radburn Estate at Thornton as shown on the map (refer Attachment 1) which have a principal frontage to a public reserve.

POLICY STATEMENT**1. BUILDING LINE**

- 1.1 The principal frontage of an allotment within the context of this policy means the frontage of an allotment towards which the main pedestrian address of the dwelling is orientated. In the Radburn subdivision, the frontage of individual dwellings are predominantly oriented towards the pedestrian reserves.
- 1.2 This clause applies to those lots located within the Radburn Estate at Thornton as shown on the map (refer Attachment 1) which have a principal frontage to a public reserve.
- 1.3 Where an allotment has a principal frontage to a public reserve the distance from the property boundary within the reserve to the nearest part of the dwelling (excluding an eaves overhang) shall be not less than 6.0 metres.
- 1.4 No structures such as sheds, garden sheds, garages or the like shall be constructed between the dwelling and the public reserve inside the building line setback.

2. Fencing

2.1 No fencing (boundary fencing or otherwise) shall be erected forward of the adopted building line specified under Clause 1.3 of this Policy.

ATTACHMENT 1



POLICY DEFINITIONS

Example only- Policy:	A plan or course of action, as of a government, political party, or business, intended to influence and determine decisions, actions, and other matters
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BUILDING LINE AND FENCING - RADBURN ESTATE POLICY REPORT (Cont.)

POLICY ADMINISTRATION

BUSINESS GROUP:	CITY PLANNING
RESPONSIBLE OFFICER:	Manager Development and Compliance
COUNCIL REFERENCE:	Ordinary Council Meeting insert date – Item insert number
POLICY REVIEW DATE:	Three (3) years from date of adoption
FILE NUMBER:	21/41
RELEVANT LEGISLATION	<ul style="list-style-type: none"> • Environmental Planning and Assessment Act 1979 • Environmental Planning and Assessment Regulation 2021 • Maitland Local Environmental Plan 2011
RELATED POLICIES / PROCEDURES / PROTOCOLS	<ul style="list-style-type: none"> • Maitland Development Control Plan 2011

POLICY HISTORY

VERSION	DATE APPROVED	DESCRIPTION OF CHANGES
1.0	8 March 2005	New policy adopted (Ordinary Council Meeting 8.3.2005)
1.1	23 April 2024	Policy Updated

11.2 COUNCILLOR AND STAFF INTERACTION POLICY

FILE NO:	35/1
ATTACHMENTS:	1. Councillor and Staff Interaction Policy 2024
RESPONSIBLE OFFICER:	Tiffany Allen - Executive Manager People and Performance Linda McLaren - Office Manager
AUTHOR:	Shauna Stafford - Manager Communications, Marketing and Engagement Tina Nay - Senior Governance Officer
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.2.3 Foster an engaged workforce that is skilled, collaborative and focused on our customer

EXECUTIVE SUMMARY

The proposed Councillor and Staff Interaction Policy is based on the Office of Local Government Model Councillor and Staff Interaction Policy. Positive, professional working relationships between councillors and staff are a key element of any council's success.

OFFICER'S RECOMMENDATION

THAT

- Council adopt the Councillor and Staff Interaction Policy.**

REPORT

The policy incorporates the best practice from a range of NSW councils, and is intended to:

- Establish a framework by which councillors can access the information they need to perform their civic functions; and
- Promote positive and respectful interactions between councillors and staff.

Whilst Maitland City Council has formal provisions in its adopted Code of Conduct outlining standards of behaviour, the Councillor and Staff Interaction policy is more explicit in documenting these behaviours.

The policy largely reflects current operational practices of Council, which have led to the respectful and effective relationships between Council officers and elected Councillors that are in place today. These are largely undocumented, however, and adopting a model policy based on best practice would enable Council to formalise these arrangements.

FINANCIAL IMPLICATIONS

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

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

POLICY IMPLICATIONS

This matter will have a minor impact on Councils Policy Register, by increasing the number of Council policies.

STATUTORY IMPLICATIONS

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

Policy and Finance Committee

COUNCILLOR AND STAFF INTERACTION POLICY

Councillor and Staff Interaction Policy 2024

Meeting Date: 23 April 2024

Attachment No: 1

Number of Pages: 12

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

**DATE ADOPTED: 23 APRIL 2024****VERSION: 1.0****POLICY OBJECTIVES**

The objectives of the Policy are to:

- a) establish positive, effective and professional working relationships between councillors and staff defined by mutual respect and courtesy
- b) enable councillors and staff to work together appropriately and effectively to support each other in their respective roles
- c) ensure that councillors receive advice in an orderly, courteous and appropriate manner to assist them in the performance of their civic duties
- d) ensure councillors have adequate access to information to exercise their statutory roles
- e) provide direction on, and guide councillor interactions with, staff for both obtaining information and in general situations
- f) maintain transparent decision making and good governance arrangements
- g) ensure the reputation of Council is enhanced by councillors and staff interacting consistently, professionally and positively in their day-to-day duties
- h) provide a clear and consistent framework through which breaches of the Policy will be managed in accordance with the Code of Conduct

POLICY SCOPE

This Policy applies to all councillors and council staff.

This Policy applies to all interactions between councillors and staff, whether face-to-face, online (including social media and virtual meeting platforms), by phone, text message or in writing.

This Policy applies whenever interactions between councillors and staff occur, including inside or outside of work hours, and at both council and non-council venues and events.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

This Policy does not confer any delegated authority upon any person. All delegations to staff are made by the General Manager.

The Code of Conduct provides that council officials must not conduct themselves in a manner that is contrary to the Council's policies. A breach of this Policy will be a breach of the Code of Conduct.

POLICY STATEMENT

PRINCIPLES, ROLES AND RESPONSIBILITIES

Several factors contribute to a good relationship between councillors and staff. These include goodwill, understanding of roles, communication, protocols, and a good understanding of legislative requirements.

The Council's governing body and its administration (being staff within the organisation) must have a clear and sophisticated understanding of their different roles, and the fact that these operate within a hierarchy. The administration is accountable to the General Manager, who in turn, is accountable to the Council's governing body.

Section 232 of the *Local Government Act 1993* (the LGA) states that the role of a councillor is as follows:

- a) to be an active and contributing member of the governing body
- b) to make considered and well-informed decisions as a member of the governing body
- c) to participate in the development of the integrated planning and reporting framework
- d) to represent the collective interests of residents, ratepayers and the local community
- e) to facilitate communication between the local community and the governing body
- f) to uphold and represent accurately the policies and decisions of the governing body
- g) to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.

The administration's role is to advise the governing body, implement Council's decisions and to oversee service delivery.

It is beneficial if the administration recognises the complex political environments in which elected members operate and acknowledge that they work within a system that is based on democratic governance. Councillors similarly need to understand that it is a highly complex task to prepare information and provide quality advice on the very wide range of issues that Council operations cover.

Council commits to the following principles to guide interactions between councillors and staff:

Principle	Achieved by
Equitable and consistent	Ensuring appropriate, consistent and equitable access to information for all councillors within established service levels



COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

Considerate and respectful	Councillors and staff working supportively together in the interests of the whole community, based on mutual respect and consideration of their respective positions
Ethical, open and transparent	Ensuring that interactions between councillors and staff are ethical, open, transparent, honest and display the highest standards of professional conduct
Fit for purpose	Ensuring that the provision of equipment and information to councillors is done in a way that is suitable, practical and of an appropriate size, scale and cost for a client group of Maitland City Council Councillors
Accountable and measurable	Providing support to councillors in the performance of their role in a way that can be measured, reviewed and improved based on qualitative and quantitative data

Councillors are members of the Council's governing body, which is responsible for directing and controlling the affairs of the Council in accordance with the LGA. Councillors need to accept that:

- a) responses to requests for information from councillors may take time and consultation to prepare and be approved prior to responding.
- b) staff are not accountable to them individually.
- c) they must not direct staff except by giving appropriate direction to the General Manager by way of a council or committee resolution, or by the mayor exercising their functions under section 226 of the LGA.
- d) they must not, in any public or private forum, direct or influence, or attempt to direct or influence, a member of staff in the exercise of their functions.
- e) they must not contact a member of staff on council-related business unless in accordance with this Policy and
- f) they must not use their position to attempt to receive favourable treatment for themselves or others.

The General Manager is responsible for the efficient and effective day-to-day operation of the Council and for ensuring that the lawful decisions of the Council are implemented without undue delay. Council staff need to understand:

- a) they are not accountable to individual councillors and do not take direction from them. They are accountable to the General Manager, who is in turn accountable to the Council's governing body;
- b) they should not provide advice to councillors unless it has been approved by the General Manager or a staff member with a delegation to approve advice to councillors;
- c) they must carry out reasonable and lawful directions given by any person having the authority to give such directions in an efficient and effective manner;
- d) they must ensure that participation in political activities outside the service of the Council does not interfere with the performance of their official duties and;
- e) they must provide full and timely information to councillors sufficient to enable them to exercise their civic functions in accordance with this Policy.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)**THE COUNCILLOR REQUESTS SYSTEM**

Councillors have a right to request information provided it is relevant to councillor's exercise of their civic functions. This right does not extend to matters about which a councillor is merely curious.

Councillors are encouraged to use Maitland City Council's online portal, MyCouncil, to submit requests for information.

Councillors do not have a right to request information about matters that they are prevented from participating in decision-making on because of a conflict of interest unless the information is otherwise publicly available.

The General Manager may identify Council support staff (the Office Manager, Executive Assistant Councillor and/or Mayor Support) under this Policy for the management of requests from councillors.

Councillors can use the councillor requests system to:

- a) request information or ask questions that relate to the strategic position, performance or operation of the Council
- b) bring concerns that have been raised by members of the public to the attention of staff
- c) request ICT or other support from the Council administration

Councillors must, to the best of their knowledge, be specific about what information they are requesting, and make their requests respectfully. Where a councillor's request lacks specificity, the General Manager or staff member authorised to manage the matter is entitled to ask the councillor to clarify their request and the reason(s) why they are seeking the information.

Staff must make every reasonable effort to assist councillors with their requests and do so in a respectful manner.

The General Manager or the staff member authorised to manage a councillor request will provide a response within three (3) business days. Where a response cannot be provided within that timeframe, the councillor will be advised, and the information will be provided as soon as practicable.

Councillors are required to treat all information provided by staff appropriately and to observe any confidentiality requirements.

Staff will inform councillors of any confidentiality requirements for information they provide so councillors can handle the information appropriately.

Where a councillor is unsure of confidentiality requirements, they should contact the General Manager, or the staff member authorised to manage their request.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

The General Manager may refuse access to information requested by a councillor if:

- a) the information is not necessary for the performance of the councillor's civic functions, or
- b) if responding to the request would, in the General Manager's opinion, result in an unreasonable diversion of staff time and resources, or
- c) the councillor has previously declared a conflict of interest in the matter and removed themselves from decision-making on it, or
- d) the General Manager is prevented by law from disclosing the information.

Where the General Manager refuses to provide information requested by a councillor, they must act reasonably. The General Manager must advise a councillor in writing of their reasons for refusing access to the information requested.

Where a councillor's request for information is refused by the General Manager on the grounds referred to in a & b above, the councillor may instead request the information through a resolution of the council by way of a notice of motion. This does not apply where the General Manager refuses a councillor's request for information referred to in c & d above.

Nothing prevents a councillor from requesting the information in accordance with the *Government Information (Public Access) Act 2009*.

Where a councillor persistently makes requests for information which, in the General Manager's opinion, result in a significant and unreasonable diversion of staff time and resources the council may, on the advice of the General Manager, resolve to limit the number of requests the councillor may make.

Councillor requests are state records and must be managed in accordance with the *State Records Act 1998*.

A quarterly report will be provided to Council regarding the performance and efficiency of the councillor request system.

ACCESS TO COUNCIL STAFF

Councillors may directly contact members of staff that are listed in Schedule 1 of this Policy. The General Manager may amend this list at any time and will advise councillors promptly of any changes.

Councillors can contact staff listed in Schedule 1 about matters that relate to the staff member's area of responsibility.

Councillors should as far as practicable, only contact staff during normal business hours.

If councillors would like to contact a member of staff not listed in Schedule 1, they must receive permission from the General Manager.

If a councillor is unsure which authorised staff member can help with their enquiry, they can contact the General Manager or the Executive Assistant Councillor and/or Mayor Support who will provide



COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

advice about which authorised staff member to contact.

The General Manager or a member of the Council's executive leadership team may direct any staff member to contact councillors to provide specific information or clarification relating to a specific matter.

A councillor or member of staff must not take advantage of their official position to improperly influence other councillors or members of staff in the performance of their civic or professional duties for the purposes of securing a private benefit for themselves or for another person. Such conduct should be immediately reported to the General Manager or Mayor in the first instance, or alternatively to the Office of Local Government, NSW Ombudsman, or the NSW Independent Commission Against Corruption.

COUNCILLOR ACCESS TO COUNCIL BUILDINGS

Councillors are entitled to have access to the council chambers, councillors' rooms, and public areas of Council's buildings during normal business hours for meetings. Councillors needing access to these facilities at other times must notify the Office of the General Manager.

Councillors are approved to enter the Maitland Administration Centre (MAC) to meet with the Mayor and/or General Manager or via prior appointment with a staff member identified in Schedule 1.

APPROPRIATE AND INAPPROPRIATE INTERACTIONS

Examples of appropriate interactions between councillors and staff include, but are not limited to, the following:

- a) councillors and council staff are courteous and display a positive and professional attitude towards one another.
- b) council staff ensure that information necessary for councillors to exercise their civic functions is made equally available to all councillors, in accordance with this Policy and any other relevant Council policies.
- c) council staff record the advice they give to councillors in the same way they would if it was provided to members of the public.
- d) council staff, including Council's executive team members, document councillor requests via the councillor requests system.
- e) council meetings and councillor briefings are used to establish positive working relationships and help councillors to gain an understanding of the complex issues related to their civic duties.
- f) councillors and council staff feel supported when seeking and providing clarification about council related business.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

- g) councillors forward requests through the councillor requests system and staff respond in accordance with the timeframes stipulated in this Policy

Examples of inappropriate interactions between councillors and staff include, but are not limited to, the following:

- a) councillors and council staff conducting themselves in a manner which:
 - i) is contrary to their duties under the *Work Health and Safety Act 2011* and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety
 - ii) constitutes harassment and/or bullying within the meaning of the Code of Conduct, or is unlawfully discriminatory
- b) councillors approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy such as, but not limited to, organisational restructures or outsourcing decisions), grievances, workplace investigations and disciplinary matters
- c) staff approaching councillors to discuss individual or operational staff matters (other than matters relating to broader workforce policy such as, but not limited to, organisational restructures or outsourcing decisions), grievances, workplace investigations and disciplinary matters
- d) staff refusing to give information that is available to other councillors to a particular councillor
- e) councillors who have lodged an application with the council, discussing the matter with staff in staff-only areas of the council
- f) councillors being overbearing or threatening to staff
- g) staff being overbearing or threatening to councillors
- h) councillors making personal attacks on staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of the Code of Conduct in public forums including social media
- i) councillors directing or pressuring staff in the performance of their work, or recommendations they should make
- j) staff providing ad hoc advice to councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community

Where a councillor engages in conduct that, in the opinion of the General Manager, puts the health, safety or welfare of staff at risk, the General Manager may restrict the councillor's access to staff.

Any concerns relating to the conduct of staff under this Policy should be raised with the General Manager.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)**COMPLAINTS**

Complaints about a breach of this policy should be made to the General Manager (if the complaint is about a councillor or member of council staff), or the Mayor (if the complaint is about the General Manager).

Complaints can also be reported to OLG, the NSW Ombudsman, the NSW Independent Commission Against Corruption or any other external agency.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

Schedule 1 – Authorised staff contacts for councillors

1. The General Manager may amend this list at any time.
2. Councillors can contact staff listed below about matters that relate to the staff member's area of responsibility.
3. Councillors should as far as practicable, only contact staff during normal business hours.
4. If councillors would like to contact a member of staff not listed below, they must receive permission from the General Manager or their delegate.
5. If a councillor is unsure which authorised staff member can help with their enquiry, they can contact the General Manager or the Executive Assistant Councillor and/or Mayor Support who will provide advice about which authorised staff member to contact.
6. In some instances, the General Manager or a member of the Council's executive leadership team may direct a council staff member to contact councillors to provide specific information or clarification relating to a specific matter.

<i>Authorised staff member Position title</i>
Office of the General Manager
Manager, Office of the General Manager
Team Leader Office of the General Manager
Executive Assistant (Councillor Support)
Executive Assistant (Mayor Support)
Executive Leadership Team
General Manager
Executive Manager, People and Performance
Executive Manager, Customer and Digital Services
Executive Manager, Finance
Director, City Planning
Director, City Services
Corporate Leadership Group
People and Performance
Manager Human Resources
Manager Enterprise Risk, Health and Safety
Manager Communications, Engagement and Marketing
Manager Corporate Planning and Performance
Manager Organisational Development
Legal Counsel
Customer and Digital Services
Manager ICT Operations
Manager Enterprise Architecture
Manager Digital and Customer Program
Finance
Chief Financial Officer
Manager Finance and Procurement



COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

Senior Property Officer
City Planning
Manager Environment and Sustainability
Manager Development and Compliance
Manager Strategic Planning
City Services
Manager Works
Manager Asset Strategy, Plant and Engineering Services
Manager Building Projects and Services
Manager Libraries and Learning
Gallery Director – MRAG
Manager Community and Recreation

ACCESSIBILITY OF THIS POLICY

This policy will be made publicly available on Council's website as well as our staff intranet.

COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

POLICY DEFINITIONS

Access:	<p>In accordance with section 72 of the GIPA Act, access may be defined as the provision of government information to a person in any of the following ways:</p> <p>“(1) by providing a reasonable opportunity to inspect a record containing the information,</p> <p>(2) by providing a copy of a record containing the information,</p> <p>(3) by providing access to a record containing the information, together with such facilities as may be necessary to enable the information to be read, viewed, or listened to (as appropriate to the kind of record concerned),</p> <p>(4) by providing a written transcript of the information in the case of information recorded in an audio record or recorded in shorthand or other encoded format.”</p>
Contentious information	Information that is sensitive, controversial, likely to be subject to intense media interest or public debate and speculation.
Government information:	Information contained in a record held by an agency, as defined in section 4 of the GIPA Act.
Mandatory release	Information classified as open access information, in accordance with the GIPA Act and Regulations.
Open access information	Information that is publicly available, unless there is an overriding public interest against disclosure, in accordance with the GIPA Act.
Proactive release	Government information that Council decides to release outside other release provisions under the GIPA Act.
Record:	Any document or other source of information compiled, recorded, or stored in written form or by electronic process, or in any other manner or by any other means, as defined in the GIPA Act.



COUNCILLOR AND STAFF INTERACTION POLICY (Cont.)

POLICY ADMINISTRATION

BUSINESS GROUP:	OFFICE OF THE GENERAL MANAGER
RESPONSIBLE OFFICER:	MANAGER, OFFICE OF THE GENERAL MANAGER
COUNCIL REFERENCE:	Ordinary Council Meeting 23 April 2024 Item
POLICY REVIEW DATE:	Three (3) years from date of adoption
FILE NUMBER:	130/1 & 35/31/1/1
RELEVANT LEGISLATION	<ul style="list-style-type: none"> • Government Information (Public Access) Act 2009 (NSW) • Government Information (Public Access) Regulation 2018 (NSW) • Local Government Act 1993 (NSW) • Privacy and Personal Information Protection Act 1998 (NSW) • Privacy Code of Practice for Local Government (NSW) • State Records Act 1998 (NSW)
RELATED POLICIES / PROCEDURES / PROTOCOLS	<ul style="list-style-type: none"> • Code of Conduct • Privacy Management Plan • Right to Information Guidelines

POLICY HISTORY

VERSION	DATE APPROVED	DESCRIPTION OF CHANGES
1.0	23 April 2024	New policy adopted

11.3 STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024

FILE NO:	82/2
ATTACHMENTS:	1. Council's Holdings at 31 March 2024
RESPONSIBLE OFFICER:	Annette Peel - Manager Finance & Procurement
AUTHOR:	Narelle Jeffries - Financial Accountant Laura Barry - Financial Accountant
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.2 Ensure Council is financially sustainable and meets required levels of performance

EXECUTIVE SUMMARY

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

As at the end of March 2024, Council had investments totalling \$214,521,666 under management.

Council's investment portfolio recorded a marked-to-market return of 5.41% per annum versus the bank bill index benchmark return of 4.41% per annum. The actual investment return for the month of March was \$1,018,258 a favourable variance of \$290,583 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 March 2024, Council has total cash on call and investments of \$214,521,666 comprising:

- On call accounts \$9,021,997
- Investments \$205,499,668

This is compared to the month of February 2024 where Council had \$218,714,504 under management. The reduction is due to an increase in expenditure during the month.

STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

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 March, Council's investment portfolio recorded a marked-to-market return of 5.41% per annum versus the bank bill index benchmark return of 4.41% per annum. Over the past 12 months, the investment portfolio has returned a marked-to-market return of 4.75%, versus the bank bill index benchmark's 4.19%.

The market valuations of Council's fixed rate bonds and 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 5.10% per annum for the month. 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 March, Council had maturities of \$13 million across four term deposits with terms ranging of 7 and 12 months paying an average of 5.20% per annum. Council also sold a \$2 million National Australia Bank floating rate note paying quarterly interest of 3 month bank bill swap rate +0.77% per annum, locking in a capital gain in the process.

Council invested \$5 million between an 8 month deposit and a 10 month deposit paying an average of 5.10% per annum. Council also took advantage of three newly issued senior ranked floating rate notes from Members Banking Group (RACQ), Suncorp and National Australia Bank for its long term portfolio.

Council invested:

- \$1.5 million in the 3 year Members Banking Group floating rate note paying quarterly interest of 3 month bank bill swap rate +1.60% whose first quarterly rate set is 6.07% per annum.
- \$1.5 million in the 5 year Suncorp floating rate note paying quarterly interest of 3 month bank bill swap rate +1.60% whose first quarterly rate set is 5.33% per annum.
- \$3.2 million in the 5 year National Australia Bank floating rate note paying quarterly interest of 3 month bank bill swap rate +0.90% per annum whose first quarterly rate set is 5.25% per annum.

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:

- S&P Global Market Intelligence has revised its global growth forecast upward for 2024. Annual real Gross Domestic Product growth is now projected at 2.6%, up from 2.3% at the start of the year. The upward revision reflects higher forecasts for growth in several countries, including the United States, the United Kingdom, and India. The annual global real Gross Domestic Product growth forecast for 2025 remains unchanged at 2.6%.

STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

- In Japan, after eight years of negative interest rates with a deposit rate of -0.1% the Bank of Japan finally raised the official deposit rate range to 0% to 0.1%. This reflected confidence that it will finally sustain inflation around its 2% target. The Japanese economy is barely growing so a big tightening cycle is not expected.
- In the United States, the Federal Reserve left rates on hold as expected, and its message was upbeat, reaffirming its inclination to start cutting rates. It remains cautious and is still waiting for more confidence, but despite two months of hotter than expected inflation it's still flagging three rate cuts this year.
- The European Central Bank (ECB) kept its key interest rates unchanged in March, however latest inflation data showed a further decline in prices to 2.6% from 2.8%. Economists have revised projections that inflation will now average 2.3% in 2024 mainly due to lower energy prices.

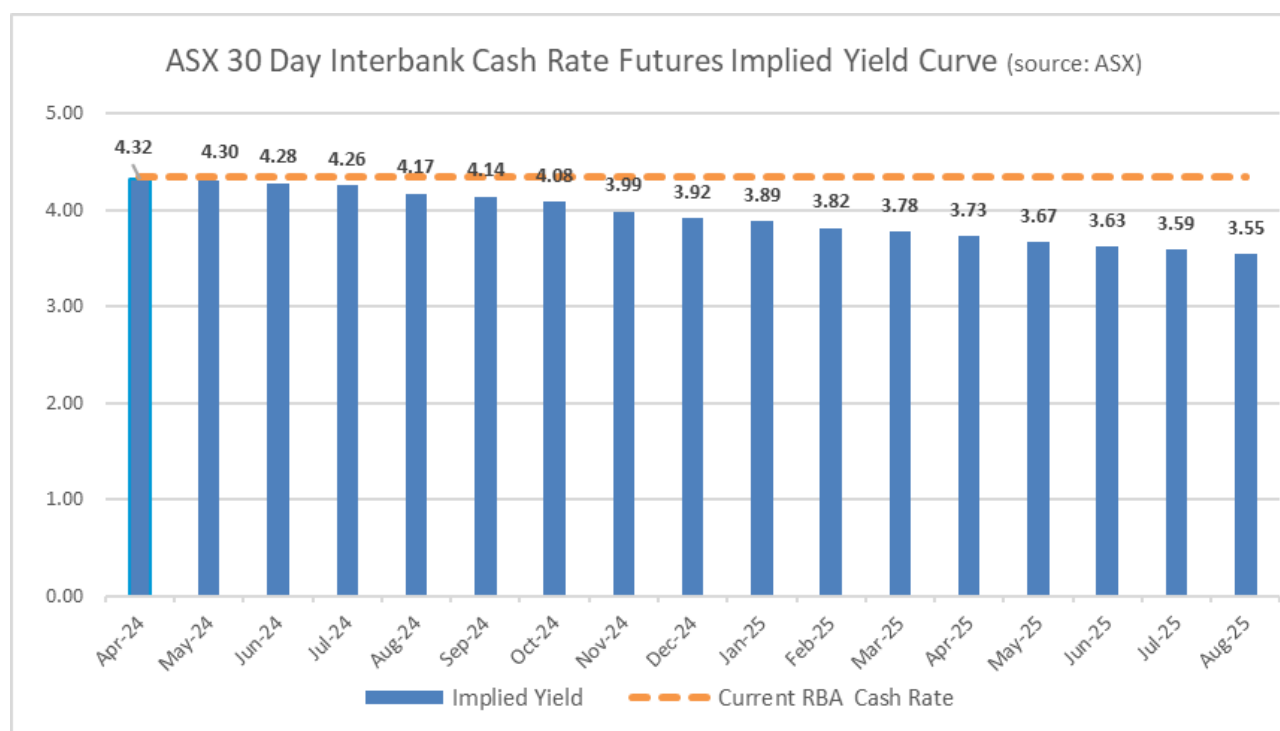
Domestic issues:

- For the fifth month in a row monthly Consumer Price Index inflation came in weaker than expected in February, with a monthly rise of just 0.2% and annual inflation unchanged at 3.4%. While fuel and education costs rose sharply and housing costs continue to rise at a rapid rate this was offset in the month by greater than expected weakness in costs for holiday travel, utilities and many food items.
- Retail sales remain very weak. Rising less than expected in February, sales are up just 1.6% for the year and just +0.1% for the month and the trend is stagnant. Economists are projecting a fall in retail sales in March.
- The latest NAB business confidence survey showed overall business conditions have improved slightly. However, business confidence remained subdued, orders fell and hiring plans point to slowing jobs growth. The survey also showed an ongoing decline in hiring plans pointing to slower jobs growth. Taken together this is all consistent with soft economic growth.

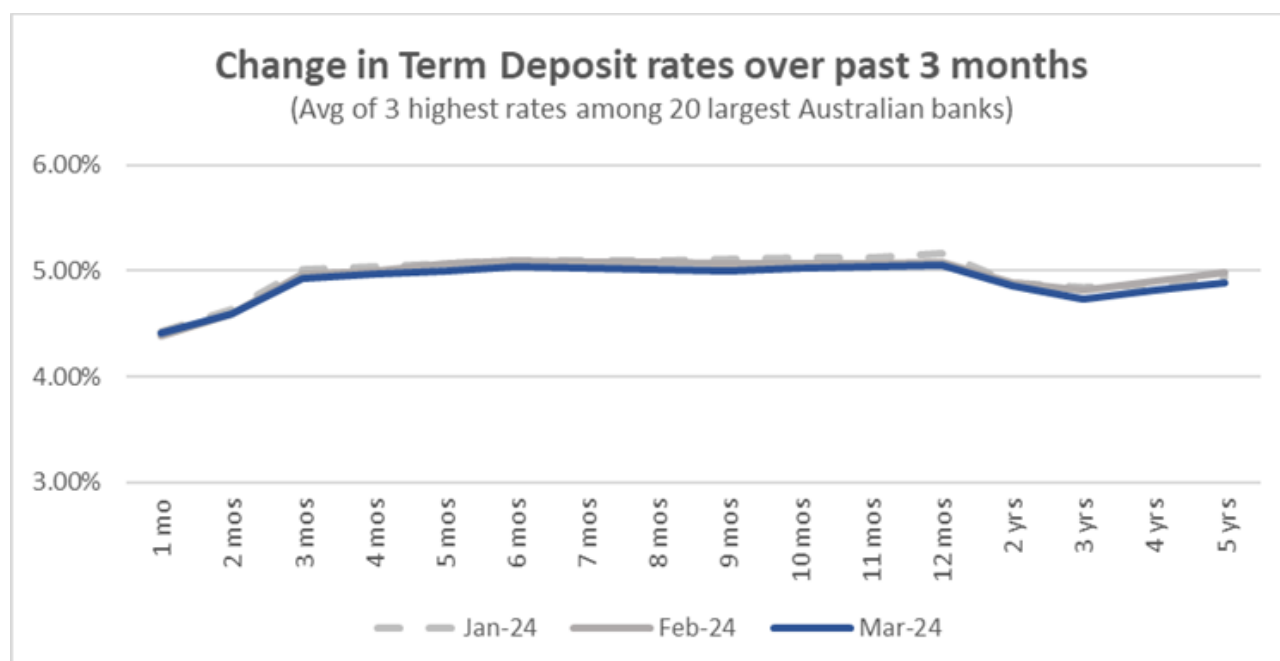
Interest rates:

- The RBA kept the official cash rate unchanged at 4.35% following its March meeting.
- While the Bank welcomed the moderation in inflation it remains cautious noting that inflation remains too high and waiting for more confidence that inflation is heading sustainably to target.
- Economists noted specific wording in the meeting minutes which indicated the Bank has moved to a neutral bias on rates and are likely getting closer to rate cuts. A 25 basis point rate cut is priced in by October and two more rates cut by mid-2025:

STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)



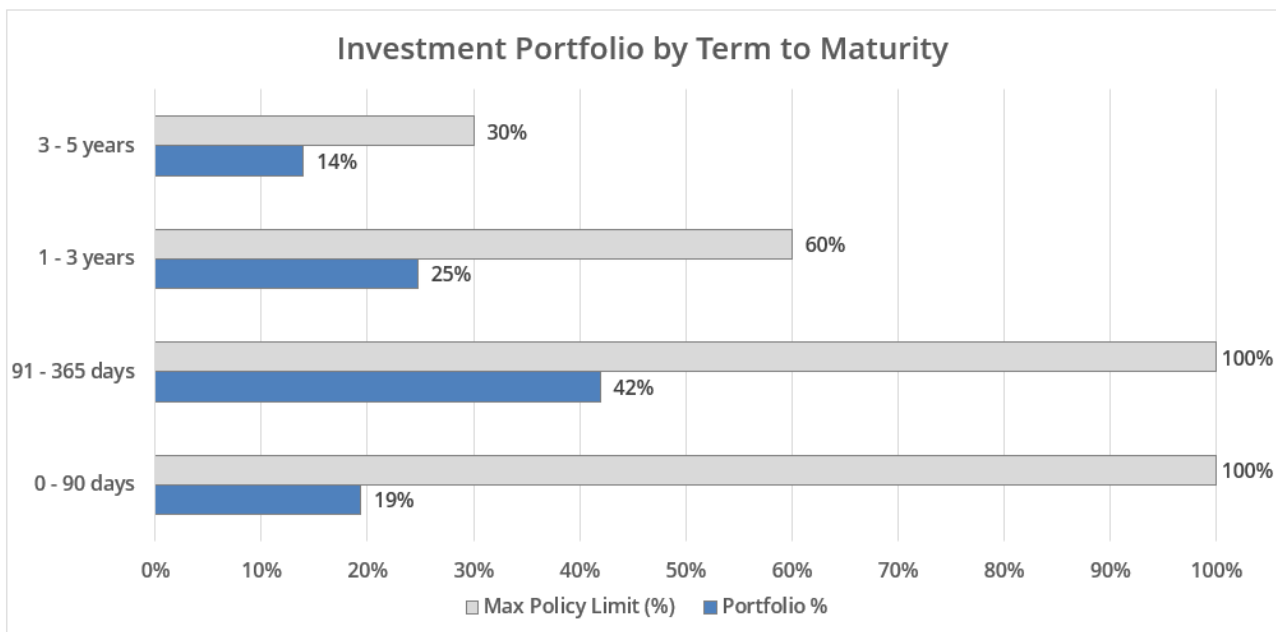
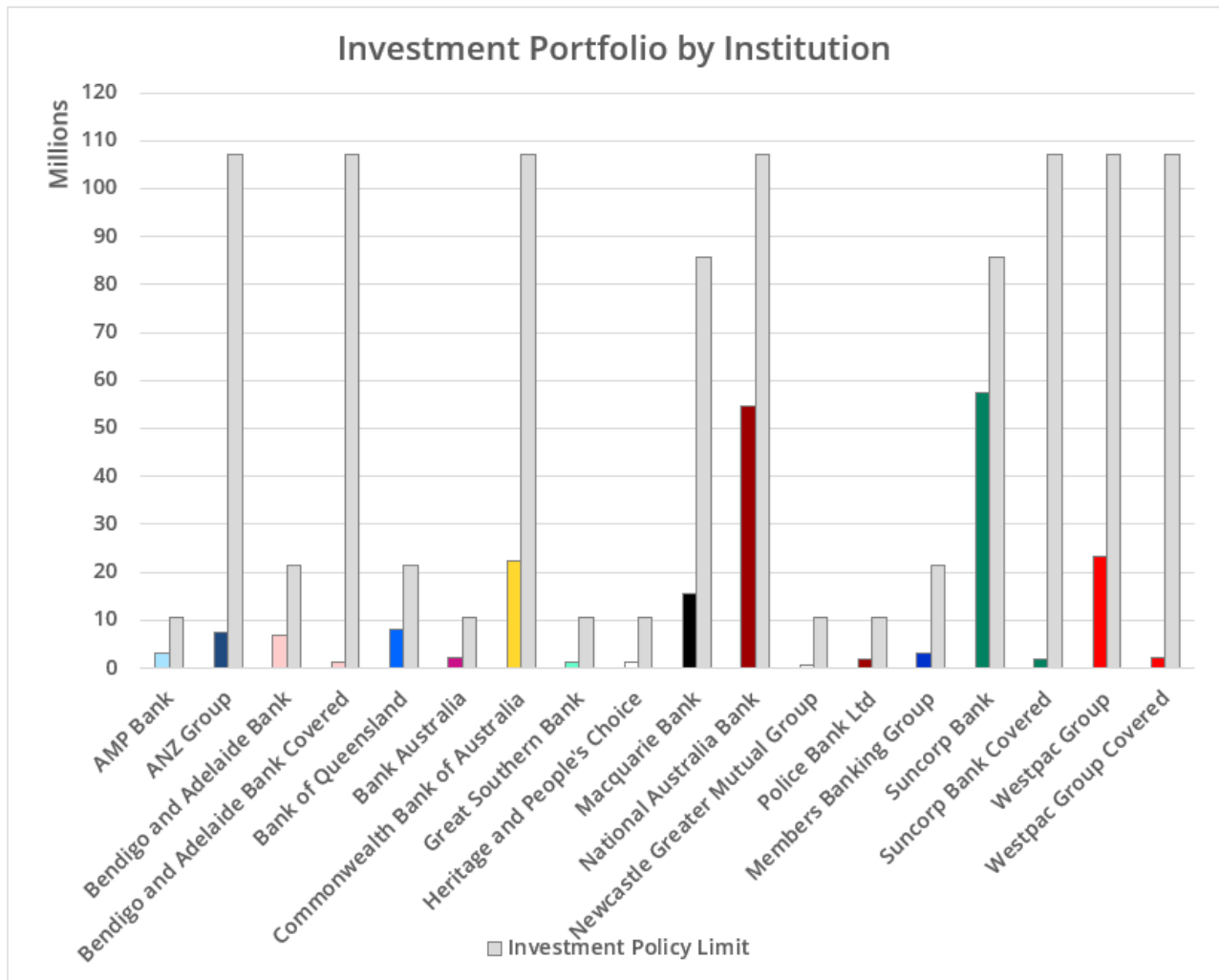
- In March, term deposit rates across the 3 to 12 month range declined an average of 5 basis points, with the largest fall of 8 basis points at 9 months. Long term rates also slipped lower with the biggest drop at the 5 year term, which was down by an average of 10 basis points.



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

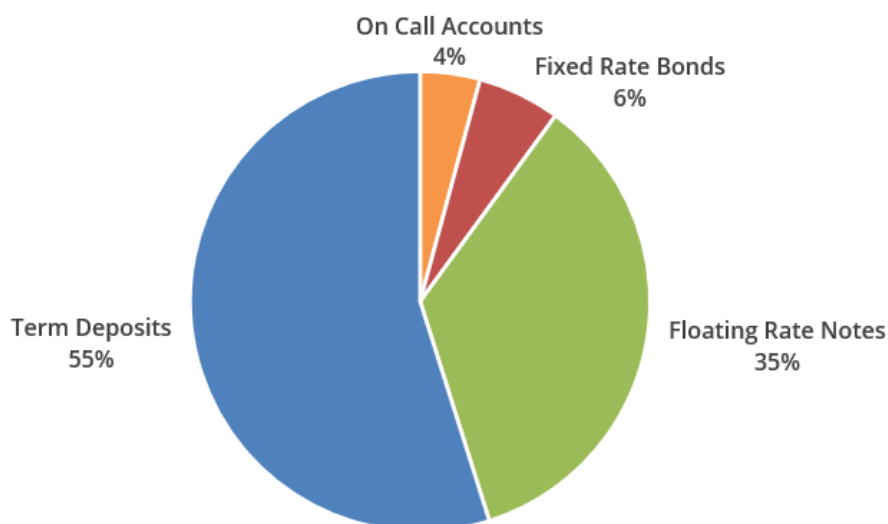
STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

PORTFOLIO ANALYSIS



STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

Investment Portfolio by Type of Investment

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 March 2024
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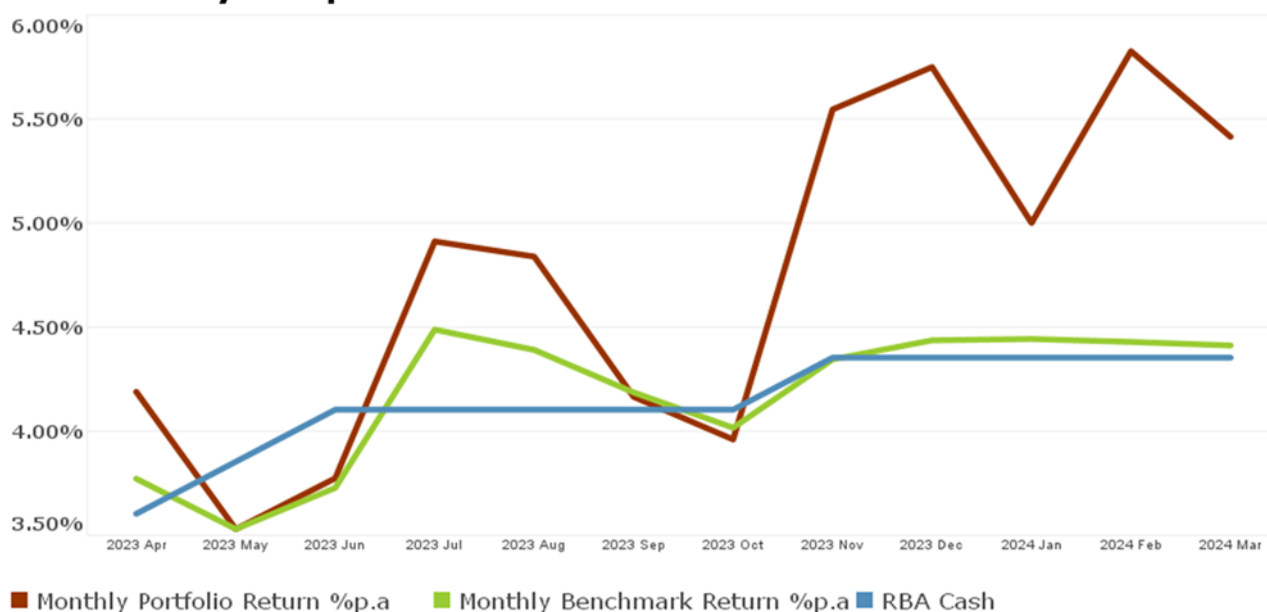
Investment Policy Requirement

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	5.41%	4.41%	4.35%
3 months	5.40%	4.42%	4.35%
6 months	5.24%	4.34%	4.31%
FYTD	5.04%	4.35%	4.24%
12 months	4.75%	4.19%	4.15%

STATEMENT OF INVESTMENTS AS AT 31 MARCH 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 actual investment return for the month of March was \$1,018,258. This amounts to a favourable variance of \$290,583 when compared to the revised monthly budget forecasts of \$727,675. It should be noted that \$157,170 of this variance has been allocated to the externally restricted funds.

The revised year-to-date budget forecast for investment returns is \$6,549,075. The actual investment returns for the year to date are \$8,077,351, amounting to a favourable variance of \$1,528,276 which can be attributed to the current high interest rate environment.

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 31 MARCH 2024

Council's Holdings at 31 March 2024

Meeting Date: 23 April 2024

Attachment No: 1

Number of Pages: 2

STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

COUNCIL'S HOLDING AS AT 31 MARCH 2024

Bonds							
	Face Value	Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
30-Jul-24	2,000,000.00	1.8500	SUN Snr Bond (Jul24) 1.85%	A+	30-Jul-24	121	1,987,804.64
12-Aug-24	1,800,000.00	3.9000	WBC Snr Bond (Aug25) 3.90%	AA-	11-Aug-25	498	1,793,304.00
19-Aug-24	2,000,000.00	4.2000	CBA Snr Bond (Aug25) 4.20%	AA-	18-Aug-25	505	1,999,479.61
13-May-24	2,300,000.00	4.9000	WBC Snr Bond (Nov25) 4.90%	AA-	11-Nov-25	590	2,354,501.15
19-Aug-24	1,500,000.00	4.7500	CBA Snr Bond (Aug26) 4.75%	AA-	17-Aug-26	869	1,513,932.76
16-Sep-24	1,400,000.00	4.9460	MAC Snr Bond (Sep26) 4.946%	A+	14-Sep-26	897	1,413,174.39
19-Sep-24	1,500,000.00	5.0000	WBC Snr Bond (Sep28) 5.00%	AA-	19-Sep-28	1,633	1,522,449.46
Totals	12,500,000.00	4.1552					12,584,646.01
Cash							
	Face Value	Current Yield	Borrower	Credit Rating			Current Value
31-Mar-24	2,021,997.19	4.2663	Macquarie Bank	A+			2,021,997.19
31-Mar-24	7,000,000.00	4.4000	National Australia Bank	AA-			7,000,000.00
Totals	9,021,997.19	4.3700					9,021,997.19
Floating Rate Note							
Reset/ Coupon	Face Value	Current Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
30-Apr-24	1,200,000.00	5.1243	SUN Snr FRN (Jul24) BBSW+0.78%	A+	30-Jul-24	121	1,212,185.15
7-May-24	3,000,000.00	5.1490	MAC Snr FRN (Aug24) BBSW+0.80%	A+	7-Aug-24	129	3,027,900.06
16-Apr-24	2,000,000.00	5.1108	ANZ Snr FRN (Jan25) BBSW+0.76%	AA-	16-Jan-25	291	2,028,203.33
13-May-24	5,000,000.00	5.1872	MAC Snr FRN (Feb25) BBSW+0.84%	A+	12-Feb-25	318	5,052,560.84
17-Jun-24	2,000,000.00	5.3339	BEN Snr FRN (Mar25) BBSW+0.98%	BBB+	17-Mar-25	351	2,009,831.76
17-Jun-24	2,400,000.00	5.0439	WBC Snr FRN (Mar25) BBSW+0.69%	AA-	17-Mar-25	351	2,411,792.77
24-Apr-24	2,000,000.00	5.4701	SUN Cov FRN (Apr25) BBSW+1.12%	AAA	24-Apr-25	389	2,034,921.74
13-May-24	2,000,000.00	5.1172	ANZ Snr FRN (May25) BBSW+0.77%	AA-	12-May-25	407	2,022,089.33
20-May-24	2,300,000.00	5.0629	WBC Cov FRN (May25) BBSW+0.73%	AAA	20-May-25	415	2,321,831.81
30-May-24	2,500,000.00	5.2398	NAB Snr FRN (May25) BBSW+0.90%	AA-	30-May-25	425	2,525,968.38
11-Jun-24	4,000,000.00	4.8256	MAC Snr FRN (Dec25) BBSW+0.48%	A+	9-Dec-25	618	4,003,609.77
24-May-24	1,500,000.00	5.8356	RACQ Snr FRN (Feb26) BBSW+1.50%	BBB+	24-Feb-26	695	1,509,638.67
24-May-24	1,700,000.00	4.7856	SUN Snr FRN (Feb26) BBSW+0.45%	A+	24-Feb-26	695	1,702,446.18
20-May-24	2,000,000.00	5.3900	SUN Snr FRN (May26) BBSW+1.05%	A+	18-May-26	778	2,027,204.38
24-May-24	3,900,000.00	4.7456	NAB Snr FRN (Aug26) BBSW+0.41%	AA-	24-Aug-26	876	3,898,832.24
17-Jun-24	2,300,000.00	4.8248	SUN Snr FRN (Sep26) BBSW+0.48%	A+	15-Sep-26	898	2,292,173.48
23-Apr-24	1,200,000.00	5.9450	GSB Snr FRN (Oct26) BBSW+1.60%	BBB	23-Oct-26	936	1,222,070.99
30-Apr-24	1,650,000.00	5.8443	BOZ Snr FRN (Oct26) BBSW+1.50%	BBB	30-Oct-26	943	1,667,247.95
17-May-24	2,000,000.00	5.8900	POL Snr FRN (Nov26) BBSW+1.55%	BBB	17-Nov-26	961	2,013,555.07
15-Apr-24	2,000,000.00	5.0502	CBA Snr FRN (Jan27) BBSW+0.70%	AA-	14-Jan-27	1,019	2,022,647.69
26-Apr-24	2,250,000.00	5.1315	SUN Snr FRN (Jan27) BBSW+0.78%	A+	25-Jan-27	1,030	2,272,116.30
8-May-24	1,400,000.00	5.9445	HPC Snr FRN (Feb27) BBSW+1.60%	BBB	8-Feb-27	1,044	1,420,918.44
27-May-24	2,400,000.00	5.0556	NAB Snr FRN (Feb27) BBSW+0.72%	AA-	25-Feb-27	1,061	2,413,554.81
8-May-24	1,500,000.00	5.9465	RACQ Snr FRN (Mar27) BBSW+1.60%	BBB+	5-Mar-27	1,069	1,508,123.03
27-May-24	2,500,000.00	5.5356	NAB Snr FRN (Nov27) BBSW+1.20%	AA-	25-Nov-27	1,334	2,548,417.77
14-Jun-24	1,100,000.00	5.5945	SUN Snr FRN (Dec27) BBSW+1.25%	A+	14-Dec-27	1,353	1,116,685.82
15-Apr-24	3,000,000.00	5.5002	CBA Snr FRN (Jan28) BBSW+1.15%	AA-	13-Jan-28	1,383	3,070,089.48
21-May-24	500,000.00	6.0326	BOZ Snr FRN (Feb28) BBSW+1.70%	BBB	21-Feb-28	1,422	506,036.03
13-May-24	2,500,000.00	5.3472	NAB Snr FRN (May28) BBSW+1.00%	AA-	12-May-28	1,503	2,532,996.08
17-Jun-24	1,200,000.00	5.5039	BEN Cov FRN (Jun28) BBSW+1.15%	AAA	16-Jun-28	1,538	1,210,333.30
11-Jun-24	1,400,000.00	5.2756	ANZ Snr FRN (Sep28) BBSW+0.93%	AA-	11-Sep-28	1,625	1,408,925.39
16-May-24	2,000,000.00	5.3680	NAB Snr FRN (Nov28) BBSW+1.03%	AA-	16-Nov-28	1,691	2,026,896.16
6-May-24	2,000,000.00	5.3092	ANZ Snr FRN (Feb29) BBSW+0.96%	AA-	5-Feb-29	1,772	2,022,171.24
14-May-24	600,000.00	6.1959	NPBS Snr FRN (Feb29) BBSW+1.85%	BBB	14-Feb-29	1,781	611,344.97
19-Jun-24	1,500,000.00	5.3285	SUN Snr FRN (Mar29) BBSW+0.98%	A+	13-Mar-29	1,808	1,502,906.73
24-Jun-24	2,800,000.00	5.2497	NAB Snr FRN (Mar29) BBSW+0.90%	AA-	22-Mar-29	1,817	2,802,912.77
Totals	75,300,000.00	5.2753					75,981,139.91

STATEMENT OF INVESTMENTS AS AT 31 MARCH 2024 (Cont.)

Term Deposits							
	Face Value	Current Yield	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
	1,000,000.00	4.9700	Suncorp Bank	A+	2-Apr-24	2	1,041,666.30
	2,000,000.00	4.9700	Suncorp Bank	A+	2-Apr-24	2	2,083,332.60
	3,000,000.00	4.6000	Westpac Group	AA-	2-Apr-24	2	3,139,134.25
	2,000,000.00	5.2700	Suncorp Bank	A+	9-Apr-24	9	2,042,160.00
	2,000,000.00	5.5500	Bendigo and Adelaide Bank	BBB+	23-Apr-24	23	2,084,542.47
	3,000,000.00	4.9700	Suncorp Bank	A+	24-Apr-24	24	3,124,998.90
	3,000,000.00	5.3200	Commonwealth Bank of Australia	AA-	24-Apr-24	24	3,094,448.22
	2,000,000.00	5.1900	Commonwealth Bank of Australia	AA-	30-Apr-24	30	2,060,858.08
	2,000,000.00	5.1700	National Australia Bank	AA-	7-May-24	37	2,051,275.07
	2,000,000.00	5.2000	Bank of Queensland	BBB+	7-May-24	37	2,033,621.92
	2,000,000.00	5.1400	National Australia Bank	AA-	14-May-24	44	2,031,262.47
	2,000,000.00	5.4200	Commonwealth Bank of Australia	AA-	21-May-24	51	2,066,227.95
	3,000,000.00	4.6200	Suncorp Bank	A+	28-May-24	58	3,046,706.30
	4,000,000.00	4.9900	National Australia Bank	AA-	28-May-24	58	4,167,335.89
	2,000,000.00	5.0900	Commonwealth Bank of Australia	AA-	4-Jun-24	65	2,025,264.37
	3,000,000.00	5.1800	National Australia Bank	AA-	7-Jun-24	68	3,089,408.22
	3,000,000.00	5.4500	Suncorp Bank	A+	11-Jun-24	72	3,065,400.00
	2,000,000.00	5.1700	National Australia Bank	AA-	18-Jun-24	79	2,028,895.34
	3,000,000.00	5.7000	AMP Bank	BBB	28-Jun-24	89	3,129,772.60
	3,000,000.00	5.6200	Commonwealth Bank of Australia	AA-	3-Jul-24	94	3,125,641.64
	2,000,000.00	5.2100	National Australia Bank	AA-	9-Jul-24	100	2,059,094.25
	3,128,014.24	5.1000	Westpac Group	AA-	16-Jul-24	107	3,161,231.18
	3,000,000.00	5.5000	Bendigo and Adelaide Bank	BBB+	23-Jul-24	114	3,112,109.59
	2,000,000.00	5.1700	National Australia Bank	AA-	20-Aug-24	142	2,028,895.34
	2,000,000.00	5.4400	Commonwealth Bank of Australia	AA-	26-Aug-24	148	2,026,975.62
	2,000,000.00	4.4000	Westpac Group	AA-	2-Sep-24	155	2,050,630.14
	2,066,654.25	5.2400	Westpac Group	AA-	10-Sep-24	163	2,128,662.94
	2,000,000.00	5.1400	National Australia Bank	AA-	17-Sep-24	170	2,011,547.40
	2,000,000.00	5.4600	Suncorp Bank	A+	24-Sep-24	177	2,037,397.26
	1,000,000.00	5.3100	National Australia Bank	AA-	25-Sep-24	178	1,027,350.14
	2,000,000.00	5.2000	Suncorp Bank	A+	25-Sep-24	178	2,019,090.41
	2,000,000.00	5.4200	Suncorp Bank	A+	1-Oct-24	184	2,045,438.90
	2,000,000.00	5.1600	Suncorp Bank	A+	9-Oct-24	192	2,023,184.66
	3,000,000.00	5.1100	Suncorp Bank	A+	15-Oct-24	198	3,013,440.00
	2,000,000.00	5.4500	Suncorp Bank	A+	22-Oct-24	205	2,037,627.40
	4,000,000.00	5.4500	Suncorp Bank	A+	29-Oct-24	212	4,073,463.01
	2,000,000.00	5.1200	National Australia Bank	AA-	5-Nov-24	219	2,009,538.63
	3,000,000.00	5.1500	Bank of Queensland	BBB+	12-Nov-24	226	3,008,465.75
	3,000,000.00	5.1200	Suncorp Bank	A+	19-Nov-24	233	3,013,466.30
	2,000,000.00	5.5000	Suncorp Bank	A+	27-Nov-24	241	2,037,671.23
	5,000.00	4.5000	National Australia Bank	AA-	28-Nov-24	242	5,077.05
	3,000,000.00	5.2000	Bank of Queensland	BBB+	3-Dec-24	247	3,129,928.77
	2,000,000.00	5.2000	Suncorp Bank	A+	10-Dec-24	254	2,015,386.30
	3,000,000.00	5.1200	Suncorp Bank	A+	17-Dec-24	261	3,013,466.30
	2,500,000.00	5.4600	Suncorp Bank	A+	24-Dec-24	268	2,545,998.63
	2,000,000.00	5.1000	National Australia Bank	AA-	7-Jan-25	282	2,025,150.68
	2,000,000.00	5.0500	National Australia Bank	AA-	21-Jan-25	296	2,003,597.26
	3,000,000.00	5.0800	National Australia Bank	AA-	28-Jan-25	303	3,014,196.16
	2,000,000.00	2.0400	Westpac Group	AA-	25-Feb-25	331	2,004,359.45
	3,000,000.00	5.1000	Westpac Group	AA-	4-Mar-25	338	3,014,252.05
Totals	117,699,668.49	5.1442					120,228,645.39
Grand Totals	214,521,665.68						217,816,428.50

12 NOTICES OF MOTION/RESCISSION

12.1 TRAFFIC AT THE NEW MAITLAND HOSPITAL

NOTICE OF MOTION SUBMITTED BY CR MITCHELL GRIFFIN

FILE NO: 35/48
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: Jeff Smith - General Manager

Cr Mitchell Griffin has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 23 April 2024:

THAT

- 1. That council write to the Member for Maitland and Minister for Regional Transport and Roads, Jenny Aitchison, to request funding to conduct a traffic study into peak hour traffic delays at the New Maitland Hospital Roundabout including its delays on Raymond Terrace Road resulting from backed up traffic.**
- 2. Subject to receipt of the funding, following the study, council officers report back to the Council with potential options to assist with reducing congestion at peak periods at the site.**

The new Maitland Hospital has now been open for over two years. As part of the opening of the hospital a roundabout was built at the intersection of Metford Road and Fieldsend Street.

Since the completion of the hospital, residents of our city have been experiencing daily delays during peak hour times which starts at this roundabout. On a daily basis traffic stretches back to Raymond Terrace Road to the north and Chelmsford Drive to the south. Quite often traffic will be backed up beyond the cemeteries on Raymond Terrace Road and almost up to Harvest Boulevard.

This motion calls on council to seek funding to undertake a study into this traffic, and report back to councillors with potential options to assist with reducing congestion in this area.

13 QUESTIONS WITH NOTICE

14 URGENT BUSINESS

15 COMMITTEE OF THE WHOLE

15.1 CONSIDERATION OF TENDERS - ENTERPRISE RESOURCE PLANNING SOLUTION 2023/2290

FILE NO:	2023/2290
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Mark Margin - Executive Manager Customer & Digital Services
AUTHOR:	Jeff Nowland - Digital Transformation Program Manager
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.2 Have a local government that is 'un-council like' in the delivery of great service

THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows: (f) details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

EXECUTIVE SUMMARY

A Selective Request For Proposal (RFP) Tender was called to engage the most suitably qualified and experienced vendor for the supply of a local council Enterprise Resource Planning (ERP) solution to ensure that MCC has the appropriate technology solutions needed for the organisation and our customers. The RFP provided details of the functional, system and service requirements for the ERP solution, such that the vendor could verify the compliance of their proposed solution and approach.

From an Open Expression of Interest tender completed in October 2023, three (3) suppliers were selected for the selective RFP tender. Their tender responses were received and assessed by a tender review panel. This report provides details of the tender assessment and a request for resolution. This report is being presented to the Committee of the Whole as it contains confidential information.

15.2 CONSIDERATION OF TENDERS - MELVILLE FORD BRIDGE REPLACEMENT - DESIGN AND CONSTRUCT

FILE NO:	2023/137/2200
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Ashley Kavanagh - Acting Group Manager Infrastructure & Works
AUTHOR:	Michael Leong - Works Engineer
MAITLAND +10	Outcome 2 To easily get to where we want to go
COUNCIL OBJECTIVE:	2.2 Make it safe and easy to get around the city, no matter how we choose to travel

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.

EXECUTIVE SUMMARY

Tenders were called to engage a suitably qualified and experienced contractor to undertake the design and construction of a replacement bridge at Melville Ford, Aberglasslyn.

Six 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