

Ordinary Meeting Minutes

15 April 2025

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Present

Cr Amelia Aitchison
Cr Race Barstow
Cr Don Ferris
Cr Kristy Flannery
Cr Mitchell Griffin
Cr Bill Hackney
Cr Sally Halliday
Cr Ken Jordan
Cr Philip Penfold, Mayor
Cr Warrick Penfold
Cr Mike Yarrington

1 Invocation

Chaplain Roz Wetzler from Maitland Baptist Church read the customary prayer at the commencement of the meeting.

2 Acknowledgement of Country

The General Manager read the Acknowledgement of Country.

3 Apologies, Leave of Absence and Remote Attendance

COUNCIL RESOLUTION

THAT the apology received for the unavoidable absence of Cr Ben Worth be accepted and leave of absence granted. Also noted was Cr Ben Whiting leave of absence granted for this meeting at the March 18, 2025 Council Meeting.

Moved Mayor P Penfold, Seconded Cr M Griffin

CARRIED

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

4 Declarations of Interest

Cr Amelia Atkinson declared a non-pecuniary less than significant interest in Item 11.5 - DA/2024/1010 for Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage at 97 Aberglasslyn Lane, Aberglasslyn

5 Confirmation of Minutes of Previous Meeting

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held 18 March 2025 be confirmed.

Moved Cr D Ferris, Seconded Cr M Yarrington

CARRIED

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

6 Business Arising from Minutes

Nil

7 Withdrawal of Items and Acceptance of Late Items of Business

In respect of item 11.3 'Finalisation of Planning Proposal – Keiza Road, Oakhampton'. It has been identified that Kezia Road has been incorrectly spelt in the title of the report. The correct title of the report is 'Finalisation of Planning Proposal - Kezia Road, Oakhampton'.

8 Public Access

Mr Richard Bennett representing himself spoke against Item No 11.1 - DA/2024/871 for Telecommunications Facility at 26 St Andrews Street, Maitland

COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Richard Bennett.

Moved Cr B Hackney, Seconded Cr M Yarrington

CARRIED

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

Mr Ken Wethered representing himself spoke against Item No 11.3 - Finalisation of Planning Proposal - Kezia Road, Oakhampton.

Mr Robert Turner representing himself spoke against Item No 11.3 - Finalisation of Planning Proposal - Kezia Road, Oakhampton.

COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Robert Turner.

Moved Cr D Ferris, Seconded Cr M Yarrington

CARRIED

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	

Cr M Yarrington

Mr Sam Smith representing Walker Corporation Pty Limited spoke for Item No 11.3 - Finalisation of Planning Proposal - Kezia Road, Oakhampton.

9 Mayoral Minute

Nil

DRAFT

10 Office of the General Manager

10.1 Draft Delivery Program 2025–2029 Incorporating the Operational Plan 2025–26, Draft Resourcing Strategy, Draft Asset Management Policy, Strategy and Plan, Draft Workforce Management Strategy, Draft Long-Term Financial Plan 2025–2035, and Draft Fees and Charges 2025–26.

FILE NO: 35/33/21

ATTACHMENTS:

1. Delivery Program 2025–2029 incorporating the Operational Plan 2025–26 (Under Separate Cover)
2. Fees and Charges 2025–26 (Under Separate Cover)
3. Resourcing Strategy; Resourcing Maitland's Future (Under Separate Cover)
4. Long-Term Financial Plan 2025–2035 (Under Separate Cover)
5. Asset Management Planning including Policy, Strategy and Plan (Under Separate Cover)
6. Workforce Management Strategy (Under Separate Cover)

RESPONSIBLE OFFICER: Executive Manager People and Performance
Executive Manager Finance

AUTHOR: Manager Corporate Planning and Performance
Corporate Strategy Lead
Manager Financial Reporting
Manager Financial Services

MAITLAND +10 Outcome 15. To have an effective and efficient Council

COUNCIL OBJECTIVE: 15.3 Hear what our council is doing and how that is serving the community

EXECUTIVE SUMMARY

The Delivery Program 2025-2029 identifies the outcomes Council aims to achieve over its term of office. These outcomes support the delivery of Maitland's Future, our new Community Strategic Plan, which sets a vision for a connected city with thriving communities.

The draft Operational Plan 2025-26 is about delivering on the program, and details the actions, planned infrastructure works, budget, revenue policy, and fees and charges for the

coming year. The plan is underpinned by a draft operating spend of \$163.8 million and a proposed capital works spend of \$65.4 million for 2025-26 and a further \$115 million for the remaining Delivery Program period 2026-29. Employing up to 610 full-time and part-time employees, who will deliver the full range of Council services.

In developing the Operational Plan, Council has incorporated the 5.8% rate peg issued by the Independent Pricing and Regulatory Tribunal (IPART) for 2025-26 for the Maitland Local Government Area.

Resourcing Maitland's Future, Council's Resourcing Strategy, consists of three components including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Planning and is our roadmap for how we will implement and resource our vision to support service delivery.

Under the provisions of the Local Government Act 1993, the draft Delivery Program and Operational Plan, Fees and Charges, Long Term Financial Plan, Workforce Management Strategy and Asset Management planning must be publicly exhibited for a period of not less than 28 days, and submissions considered prior to its adoption by Council.

This report recommends public exhibition from 17 April to 19 May 2025.

OFFICER'S RECOMMENDATION

THAT

- 1. Council resolves to place the Draft Delivery Program 2025–2029 incorporating the Operational Plan 2025–26, Draft Resourcing Strategy, Draft Asset Management Policy, Strategy and Plan, Draft Workforce Management Strategy, Draft Long-Term Financial Plan 2025–2035, and Draft Fees and Charges 2025–26 on public exhibition for at least 28 days prior to final consideration by Council.**

PROCEEDINGS IN BRIEF

A motion was moved being the Officers Recommendation
(Cr B Hackney / Cr M Yarrington)

Mayor P Penfold suggested an additional point be added to the motion as follows:

Council incorporates an additional project into the capital works program being a digital scoreboard at Cooks Square Park not exceeding \$100,000

Cr B Hackney and Cr M Yarrington agreed to the point being added.

The motion when put was carried.

COUNCIL RESOLUTION

THAT

- 1. Council resolves to place the Draft Delivery Program 2025–2029 incorporating the Operational Plan 2025–26, Draft Resourcing Strategy, Draft Asset Management Policy, Strategy and Plan, Draft Workforce Management Strategy, Draft Long–Term Financial Plan 2025–2035, and Draft Fees and Charges 2025–26 on public exhibition for at least 28 days prior to final consideration by Council.**
- 2. Council incorporates an additional project into the Capital Works Program being a digital scoreboard at Cooks Square Park not exceeding \$100,000**

Moved Cr B Hackney, Seconded Cr M Yarrington

CARRIED

The division resulted in 9 for and 2 against, as follows:

For:

Cr R Barstow
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

Cr A Atkinson
Cr D Ferris

11 City Planning

11.1 DA/2024/871 for Telecommunications Facility at 26 St Andrews Street, Maitland

FILE NO:	DA/2024/871
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Locality Plan 2. Development Plans 3. Assessment Report (Under Separate Cover) 4. Recommended Conditions of Consent (Under Separate Cover) 5. Submissions (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Manager Development & Compliance Coordinator Planning & Development
AUTHOR:	Development Planner
APPLICANT:	Indara Corporation Pty Ltd
OWNER:	Alpha Distribution Ministerial Holding Corporation
PROPOSAL:	Telecommunications Facility
LOCATION:	26 St Andrews Street MAITLAND
ZONE:	MU1 Mixed Use

EXECUTIVE SUMMARY

*A development application (DA/2024/871) has been received seeking consent for a Telecommunications Facility at 26 St Andrews Street, Maitland. The locality plan can be viewed at **Attachment 1**.*

The matter is reported to Council for determination as three (3) submission were received during the notification period. The application was notified from 31 October 2024 to 14 November 2024. The concerns raised by the objectors in respect to the proposed development include health impacts, visual impacts, heritage considerations and locality.

*Designed as a monopole with a recessive color to blend with the landscape, the proposal complies with electromagnetic energy (EME) exposure levels and is well within safety limits per ARPANSA standards, ensuring public and environmental safety. Development Plans can be viewed in **Attachment 2** of this report. The proposal is consistent with the requirements of all relevant sections of Maitland LEP 2011 and Maitland DCP 2011.*

*The proposed telecommunication tower is considered suitable for its context, with thorough consideration of environmental, visual, and safety impacts addressed within the Assessment report which can be viewed under **Attachment 3**.*

The application has been assessed against the relevant heads of consideration under Section 4.15(1) in the Environmental Planning and Assessment Act 1979 and considered to be satisfactory subject to the imposition of conditions.

OFFICER'S RECOMMENDATION

THAT

- 1. DA/2024/871 for Telecommunications Facility at 26 St Andrews Street, Maitland be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

PROCEEDINGS IN BRIEF

A motion was moved.
(Mayor P Penfold / Cr S Halliday)

THAT

Council defer the determination of this item for further discussion with the applicant and considerations of more appropriate sites.

The motion when put was carried.

COUNCIL RESOLUTION

THAT

Council defer the determination of this item for further discussion with the applicant and considerations of more appropriate sites.

Moved Mayor P Penfold, Seconded Cr S Halliday

CARRIED

The Mayor in accordance with Section 375A of the Local Government Act 1993 called for a division.

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

DRAFT

11.2 DA/2024/479 for Staged Development: Stage 1 One (1) into Two (2) Lot Torrens Title Subdivision and Retention of Existing Dwelling. Stage 2 Two (2) into Four (4) Lot Torrens Title Subdivision and Tree Removal at 29 Bayswater Road Bolwarra

FILE NO: DA/2024/479

ATTACHMENTS:

1. Locality Plan
2. Development Plans
3. Assessment Report (Under Separate Cover)
4. Recommended Conditions of Consent (Under Separate Cover)
5. Submissions (Under Separate Cover)

RESPONSIBLE OFFICER: Director City Planning
Manager Development & Compliance
Coordinator Planning & Development

AUTHOR: Senior Development Planner

APPLICANT: Colhugh Pty Ltd

OWNER: Colhugh Pty Ltd

PROPOSAL: Staged Development: Stage 1 One (1) into Two (2) Lot Torrens Title Subdivision and Retention of Existing Dwelling. Stage 2 Two (2) into Four (4) Lot Torrens Title Subdivision and Tree Removal

LOCATION: 29 Bayswater Road BOLWARRA

ZONE: R1 General Residential

EXECUTIVE SUMMARY

A development application (DA/2024/479) has been received seeking consent for a staged development at 29 Bayswater Road Bolwarra (Lot 1 DP1309289). Stage 1 One (1) into Two (2) Lot Torrens Title Subdivision and Retention of Existing Dwelling. Stage 2 Two (2) into Four (4) Lot Torrens Title Subdivision and Tree Removal. The locality plan can be viewed in Attachment 1.

The application is reported to Council as six (6) submissions were received during the public notification process and the proposed development seeks to vary controls prescribed within the Maitland Development Control Plan ("DCP") 2011.

The application was notified from 24 June 2024 to 8 July 2024. Six (6) submissions were received during the exhibition period. The concerns raised by the objectors in respect to the proposed development include density and heritage impact, road widening, stormwater drainage and management, tree removal, traffic impacts and sewer connection.

The development plans can be viewed in **Attachment 2** of this report.

The proposed development reflects development patterns of intensification and in-fill development occurring through Bolwarra, with the rhythm and scale of houses along both Bayswater Road and Kensington Road remaining unchanged. Further, given the context of the site and positioning of the existing dwelling at the very corner of the Bayswater Road and Kensington Road frontage, the subdivision allows the retention of the primary front and rear yards associated with the existing dwelling. Proposed lots 201, 202 and 203 can accommodate appropriate future building envelopes that can be sited appropriately to follow the predominant lot layout within this portion of the HCA. No views of the rural estate are affected and defined edges of the HCA remain intact. The existing cottage and its garden are not disturbed or crowded in. Generous gardens with established trees are retained for each new lot which is typical of the area. The proposed subdivision creates sufficient land area to each proposed lot to facilitate a design capable of complying with the surrounding context, bulk, height, scale, and siting.

The proposed development is considered satisfactory and any negligible impact on the significance of the Bolwarra HCA supportable. As such, the application is recommended for approval.

OFFICER'S RECOMMENDATION

THAT

- 1. DA/2024/479 for Staged Development: Stage 1 One (1) into Two (2) Lot Torrens Title Subdivision and Retention of Existing Dwelling. Stage 2 Two (2) into Four (4) Lot Torrens Title Subdivision and Tree Removal at 29 Bayswater Road Bolwarra be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

COUNCIL RESOLUTION

THAT

- 1. DA/2024/479 for Staged Development: Stage 1 One (1) into Two (2) Lot Torrens Title Subdivision and Retention of Existing Dwelling. Stage 2 Two (2) into Four (4) Lot Torrens Title Subdivision and Tree Removal at 29 Bayswater Road Bolwarra be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

Moved Cr K Jordan, Seconded Cr M Yarrington

CARRIED

The Mayor in accordance with Section 375A of the Local Government Act 1993 called for a division.

The division resulted in 7 for and 4 against, as follows:

For:

Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr S Halliday

DRAFT

11.3 Finalisation of Planning Proposal – Kezia Road, Oakhampton

FILE NO:	RZ21004
ATTACHMENTS:	<ol style="list-style-type: none">1. Exhibition and Consultation Summary and Response (Under Separate Cover)2. Planning Proposal (Under Separate Cover)3. Gateway Determination
RESPONSIBLE OFFICER:	Director City Planning Manager Strategic Planning Coordinator City Planning
AUTHOR:	Principal Strategic Planner
MAITLAND +10	Outcome 7 To afford the house we want in the neighbourhood we like
COUNCIL OBJECTIVE:	7.1.1 Implement a Local Housing Strategy that identifies how and where housing will be provided across the city

EXECUTIVE SUMMARY

A rezoning request relating to land at Kezia Road, Oakhampton seeks to rezone land to enable residential development and maintain environmentally sensitive areas.

On 22 November 2022, Council endorsed the progression of the Planning Proposal seeking a Gateway Determination. On 3 May 2023, the Department of Planning, Housing and Infrastructure (DPHI) issued a Gateway Determination with conditions including engagement with relevant state authorities and to carry out public exhibition.

This report presents the outcomes of agency consultation and public exhibition (Attachment 1) and seeks Council's endorsement to finalise the Planning Proposal (Attachment 2). The Planning Proposal seeks to rezone land currently zoned RU1 Primary Production and RU2 Rural Landscape to a mixture of R1 General Residential, C3 Environmental Management, and SP2 Stormwater Management.

The draft Planning Proposal was exhibited from 9 October 2023 to 8 November 2023 and five (5) submissions were received. Key issues raised during public exhibition are outlined in the body of this report.

OFFICER'S RECOMMENDATION

THAT

1. Council notes the submissions received during public exhibition (Attachment 1).
2. Council endorses the planning proposal to amend the *Maitland Local Environmental Plan 2011* (Attachment 2).
3. Council forwards the Planning Proposal to the Minister for Planning and Public Spaces, or exercises delegated plan making authority, pursuant to Section 3.36 of the *Environment Planning and Assessment Act 1979* for finalisation of the Plan.
4. Notification of Council's decision be provided to those who made a submission.

PROCEEDINGS IN BRIEF

A motion was moved.
(Cr K Jordan / Cr M Griffin)

THAT

1. The matter be deferred to undertake a Local Transport Strategy to consider the broader transport issues in the areas surrounding the planning proposal and identify suitable funding mechanisms for any proposed upgrade.
2. The outcomes of the Local Transport Strategy be presented at a subsequent Councillor Briefing.
3. Council requests a Gateway Alteration from the Department of Planning , Housing and Infrastructure (DPHI) to extend the timeframes to allow for the matters in Points 1 and 2 above, being completed prior to the completion of the LEP.
4. Council commences the preparation of an Integrated Transport Strategy for the Maitland Local Government Area.
5. Staff provide a status update to Council within 6 months.

The motion when put was carried.

COUNCIL RESOLUTION**THAT**

1. The matter be deferred to undertake a Local Transport Strategy to consider the broader transport issues in the areas surrounding the planning proposal and identify suitable funding mechanisms for any proposed upgrade.
2. The outcomes of the Local Transport Strategy be presented at a subsequent Councillor Briefing.
3. Council requests a Gateway Alteration from the Department of Planning , Housing and Infrastructure (DPHI) to extend the timeframes to allow for the matters in Points 1 and 2 above, being completed prior to the completion of the LEP.
4. Council commences the preparation of an Integrated Transport Strategy for the Maitland Local Government Area.
5. Staff provide a status update to Council within 6 months.

Moved Cr K Jordan, Seconded Cr M Griffin

CARRIED

The Mayor in accordance with Section 375A of the Local Government Act 1993 called for a division.

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

11.4 Exhibition of Omissions in Thornton North Development Contributions Plan Work Schedule

FILE NO:	103/41/8
ATTACHMENTS:	<ol style="list-style-type: none">1. Previous Council Report 26 November 20242. Amended Thornton North Development Contributions Plan (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Manager Strategic Planning Coordinator City Planning Principal Development Contributions Planner
AUTHOR:	Development Contributions Officer
MAITLAND +10	Outcome 4 To be healthy and active with access to local services and facilities
COUNCIL OBJECTIVE:	4.3.2 Provide play spaces across the city to accommodate all age and ability groups

EXECUTIVE SUMMARY

The Thornton North Development Contributions Plan (TNCP) is long-term plan which funds a range of local infrastructure to cater for residential growth within the Thornton North Urban Release Area.

This report presents a revised draft of the TNCP, seeking endorsement for proposed amendments to the Recreation and Open Space Work Schedule. These amendments address omissions in the current TNCP. The report also recommends placing the revised draft Plan on public exhibition.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses exhibition of the draft Thornton North Development Contributions Plan in Attachment 2 for 28 days.
2. If no submissions are received opposing the amendment, Council delegate authority to the General Manager to finalise and adopt the amended Thornton North Development Contributions Work Schedule.
3. If submissions are received opposing the amendment, a further report be presented to Council for consideration.

COUNCIL RESOLUTION**THAT**

- 1. Council endorses exhibition of the draft Thornton North Development Contributions Plan in Attachment 2 for 28 days.**
- 2. If no submissions are received opposing the amendment, Council delegate authority to the General Manager to finalise and adopt the amended Thornton North Development Contributions Work Schedule.**
- 3. If submissions are received opposing the amendment, a further report be presented to Council for consideration.**

Moved Cr R Barstow, Seconded Cr M Yarrington

CARRIED

The Mayor in accordance with Section 375A of the Local Government Act 1993 called for a division.

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

Cr Amelia Atkinson declared a non-pecuniary interest in Item 11.5 and left the chambers at 6.51pm and did not participate in discussion or voting on this matter.

11.5 DA/2024/1010 for Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage at 97 Aberglasslyn Lane, Aberglasslyn

FILE NO: DA/2024/1010

ATTACHMENTS:

1. Locality Plan
2. Development Plans
3. Assessment Report (Under Separate Cover)
4. Recommended Conditions of Consent (Under Separate Cover)
5. Submissions (Under Separate Cover)

RESPONSIBLE OFFICER: Director City Planning
Manager Development & Compliance
Coordinator Planning & Development

AUTHOR: Senior Development Planner

APPLICANT: Murray James

OWNER: Kylie Jane Waeger and Michael James Waeger

PROPOSAL: Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage

LOCATION: 97 Aberglasslyn Lane ABERGLASSLYN NSW 2320, Lot 5 in DP738608

ZONE: RU1 Primary Production

EXECUTIVE SUMMARY

Development application DA/2022/1010 was lodged on 28 November 2024 for Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage. Additional information and an amendment were sought by Council to comply with the Maitland LEP and to respond to submissions and this was received by 25 February 2025.

The subject property is located at 97 Aberglasslyn Lane, Aberglasslyn in the RU1 zone and contains two dwellings as a dual occupancy (detached). The property is located adjacent to the Aberglasslyn House State Heritage Item and the Aberglasslyn House Heritage Conservation Area.

The application is being reported to Council due to one (1) submission being received, where the issues raised in that submission were not able to be satisfied via imposition of conditions of consent. The issues in the submission relate to traffic, density and heritage.

The application has been assessed against the relevant matters for consideration under section 4.15(1) in the Environmental Planning and Assessment Act 1979 and considered to be satisfactory subject to the imposition of conditions.

OFFICER'S RECOMMENDATION**THAT**

1. **DA/2024/1010 for Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage at 97 Aberglasslyn Lane, Aberglasslyn is approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

COUNCIL RESOLUTION**THAT**

1. **DA/2024/1010 for Dual Occupancy (Detached), Alterations, Studio, Swimming Pool and Garage at 97 Aberglasslyn Lane, Aberglasslyn is approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

Moved Cr B Hackney, Seconded Cr R Barstow

CARRIED

The Mayor in accordance with Section 375A of the Local Government Act 1993 called for a division.

The division resulted in 10 for and 0 against, as follows:

For:	Cr R Barstow	Against:
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

Cr Amelia Atkinson returned to the meeting, the time being 06:52 PM

11.6 Control of Burning Policy Review

FILE NO:	106/2
ATTACHMENTS:	1. Draft Control of Burning Policy
RESPONSIBLE OFFICER:	Director City Planning Manager Development & Compliance Coordinator Regulatory Compliance
AUTHOR:	Team Leader Compliance
MAITLAND +10	Outcome 4 To be healthy and active with access to local services and facilities
COUNCIL OBJECTIVE:	4.1.2 Deliver Council's community health responsibilities

EXECUTIVE SUMMARY

This report has been prepared to provide for the review of Council's Control of Burning Policy.

The Protection of the Environment Operations (Clean Air) Regulation 2022 ("Clean Air Regulation") gives Council authority to issue approvals to burn dead and dry vegetative matter to "any particular person" and to any "class of persons". This policy identifies the "classes of person" that will be given consideration to burn approved materials.

The review does not change the intention of the policy as adopted in May 2014, and primarily provides for updates due to amendments to the Clean Air Regulation and other relevant legislation.

OFFICER'S RECOMMENDATION

THAT

1. The Control of Burning Policy be placed on public exhibition for a period of twenty-eight (28) days as per this report.
2. If no submissions are received by the exhibition expiry date, the draft Control of Burning Policy be adopted pursuant to Section 161 of the Local Government Act 1993.
3. If submissions are received, Council Officers report back to Council will a summary of the feedback and any recommended change.

COUNCIL RESOLUTION

THAT

1. The Control of Burning Policy be placed on public exhibition for a period of twenty-eight (28) days as per this report.
2. If no submissions are received by the exhibition expiry date, the draft Control of Burning Policy be adopted pursuant to Section 161 of the Local Government Act 1993.
3. If submissions are received, Council Officers report back to Council with a summary of the feedback and any recommended change.

Moved Cr S Halliday, Seconded Cr D Ferris

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

12 City Services

12.1 Library Collection Management Policy Review

FILE NO:	86/20
ATTACHMENTS:	<ol style="list-style-type: none">1. Library Collection Management Policy – Adopted 27 August 2019 (Under Separate Cover)2. Draft – Library Collection Management Policy (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services
AUTHOR:	Manager Libraries & Learning
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.4 Implement and maintain a contemporary governance, audit and risk framework

EXECUTIVE SUMMARY

The revised Library Collection Management Policy is intended to provide a framework for the management of library collections available to the community through Maitland libraries. The policy guides staff decisions and informs community enquiries regarding the collection. The revised Collection Management Policy reflects current policy formats, processes and legislation, focusing on core principles and outcomes.

OFFICER'S RECOMMENDATION

THAT

1. Council rescind the Library Collection Management Policy (2019)
2. Council adopt the Draft Library Collection Management Policy (2025)

COUNCIL RESOLUTION

THAT

1. Council rescind the Library Collection Management Policy (2019)
2. Council adopt the Draft Library Collection Management Policy (2025)

Moved Cr D Ferris, Seconded Cr S Halliday

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

DRAFT

12.2 Year Round Grants Program Round Four 2024/2025

FILE NO:	10/5/27
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Asset Management Coordinator Community & Recreation Planning Graduate Community & Recreation Liaison Officer
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

Council's Year-Round Community Grants Program aims to provide financial support to residents living in the Local Government Area (LGA) who are aspiring to achieve excellence at the highest levels in their chosen sport OR are seeking professional development or small project opportunities in the field of creative arts.

This report presents to Council a recommendation to endorse the funding of four (4) applications and note the approval, under delegation, by the General Manager for funding of two (2) applications under Council's Year-Round Community Grants Program Round Four (4) 2024/2025.

OFFICER'S RECOMMENDATION

THAT

1. Council approves the allocation of funds for Round Four (4) of the Year-Round Community Grants Program 2024/2025, as recommended in this report for applications numbered one (1) to four (4) in accordance with Section 356 of the Local Government Act, 1993.
2. Council formally thanks all twelve (12) applicants for their submissions and advises them of Council's decision.
3. Council note the funding of applicants numbered 5 (five) and 6 (six) as funded under the delegation of the General Manager in accordance with Section 377 of the Local Government Act 1993.

COUNCIL RESOLUTION

THAT

- 1. Council approves the allocation of funds for Round Four (4) of the Year-Round Community Grants Program 2024/2025, as recommended in this report for applications numbered one (1) to four (4) in accordance with Section 356 of the Local Government Act, 1993.**
- 2. Council formally thanks all twelve (12) applicants for their submissions and advises them of Council's decision.**
- 3. Council note the funding of applicants numbered 5 (five) and 6 (six) as funded under the delegation of the General Manager in accordance with Section 377 of the Local Government Act 1993.**

Moved Cr M Griffin, Seconded Cr K Flannery

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

12.3 Local Traffic Committee Meeting Minutes (March 2025)

FILE NO:	140/5
ATTACHMENTS:	<ol style="list-style-type: none">1. Local Traffic Committee Minutes 6 March 2025 (Under Separate Cover)2. Item 5.1 Level Up at the Levee – Event Traffic & Transport Management3. Item 5.2 Hunter Valley Outdoor Show 2025 – Event Traffic & Transport Management
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Transport & Infrastructure Engineering Traffic Management Officer
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 minutes of Maitland City Council's Local Traffic Committee meeting held Thursday 6 March 2025 are attached for information. At this meeting temporary road closure applications were considered and endorsed for acceptance for two (2) events. Council resolution is required to implement the temporary road closures associated with the management of the events.

OFFICER'S RECOMMENDATION

THAT

1. The Local Traffic Committee meeting minutes of 6 March 2025 be noted.
2. Council approve the traffic management plans and road closures for the following events as recommended in the attached reports:
 - a. Level up at The Levee – Event Traffic & Transport Management
 - b. Hunter Valley Outdoor Show 2025 – Event Traffic & Transport Management

PROCEEDINGS IN BRIEF

A motion was moved being the Officers Recommendation
(Cr W Penfold / Cr K Flannery)

Cr M Griffin suggested an additional point be added to the motion as follows:

Council make representation to TFNSW to reconsider the speed limit change in High Street Maitland and incorporate community consultation into that process.

Cr W Penfold and Cr K Flannery agreed to the point being added.

The motion when put was carried.

COUNCIL RESOLUTION**THAT**

1. **The Local Traffic Committee meeting minutes of 6 March 2025 be noted.**
2. **Council approve the traffic management plans and road closures for the following events as recommended in the attached reports:**
 - a. **Level up at The Levee – Event Traffic & Transport Management**
 - b. **Hunter Valley Outdoor Show 2025 – Event Traffic & Transport Management**
3. **Council make representation to TFNSW to reconsider the speed limit change in High Street Maitland and incorporate community consultation into that process.**

Moved Cr W Penfold, Seconded Cr K Flannery

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson Cr R Barstow Cr D Ferris Cr K Flannery Cr M Griffin Cr B Hackney Cr S Halliday Cr K Jordan Mayor P Penfold Cr W Penfold Cr M Yarrington	Against:
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13 Customer and Digital Services

13.1 AI Use Policy

FILE NO:	118/1
ATTACHMENTS:	1. Draft AI Use Policy
RESPONSIBLE OFFICER:	Executive Manager Customer & Digital Services
AUTHOR:	Manager Enterprise Architecture
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.4 Implement and maintain a contemporary governance, audit and risk framework

EXECUTIVE SUMMARY

Maitland City Council's AI Use Policy outlines a proactive and transparent approach to the adoption and management of Artificial Intelligence (AI) across Council operations. Developed in line with ethical standards and privacy legislation, this policy ensures AI is used to enhance service delivery while protecting the rights of the community.

Key features include strong human oversight, prohibitions on automated decision-making with significant impact, bias monitoring, and robust safeguards against misuse. The policy also mandates transparency about AI applications, periodic audits, and community reporting. It positions the Council as a responsible leader in ethical technology adoption and digital governance.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses the draft AI Use Policy (Attachment 1) to be placed on public exhibition for a period of 28 days.
2. Should there be no submissions of objection;
 - a. Council adopts the AI Use Policy.
 - b. Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.

COUNCIL RESOLUTION

THAT

- 1. Council endorses the draft AI Use Policy (Attachment 1) to be placed on public exhibition for a period of 28 days.**
- 2. Should there be no submissions of objection;**
 - a. Council adopts the AI Use Policy.**
 - b. Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.**

Moved Cr S Halliday, Seconded Cr R Barstow

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

**Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington**

Against:

14 People and Performance

14.1 Community Engagement Policy

FILE NO:	35/74/4
ATTACHMENTS:	<ol style="list-style-type: none">1. Community Engagement Policy 20222. Community Engagement Policy 2024
RESPONSIBLE OFFICER:	Executive Manager People and Performance
AUTHOR:	Manager Communications, Marketing and Engagement Strategic Engagement Officer
MAITLAND +10	Outcome 14 To have elected leaders that look out for us
COUNCIL OBJECTIVE:	14.1.1 Increase opportunities for all members of our community to have their say in decision making

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the draft Community Engagement Policy 2024 after the public exhibition period. The Community Engagement Policy provides a framework for effective consultation practice across Council, and has been updated to align with the recently revised and adopted Communications and Engagement Strategy 2024-2028.

OFFICER'S RECOMMENDATION

THAT

1. Council rescind the existing Community Engagement Policy 2022 (Attachment 1)
2. Council adopt the draft Community Engagement Policy 2024 (Attachment 2)

COUNCIL RESOLUTION

THAT

1. Council rescind the existing Community Engagement Policy 2022 (Attachment 1)
2. Council adopt the draft Community Engagement Policy 2024 (Attachment 2)

Moved Cr M Yarrington, Seconded Cr W Penfold

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

DRAFT

14.2 Brand Management Policy

FILE NO:	139/95
ATTACHMENTS:	1. Draft Brand Management Policy 2025
RESPONSIBLE OFFICER:	Executive Manager People and Performance
AUTHOR:	Manager Communications, Marketing and Engagement Team Leader Marketing
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.3.2 Increase understanding of Council activities through accessible and clear messaging and information

EXECUTIVE SUMMARY

The draft Brand Management Policy, part of Maitland City Council's 2024 brand refresh, protects and enhances Brand Maitland, prevents misuse, and ensures consistency by staff and external parties.

The draft Brand Management Policy is being presented to Council for endorsement to be placed on public exhibition for a period of 28 days.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses the Brand Management Policy (Attachment 1) to be placed on public exhibition for a period of 28 days.
2. Should there be no submissions of objection;
 - a. Council adopts the Brand Management Policy.
 - b. Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.

COUNCIL RESOLUTION

THAT

- 1. Council endorses the Brand Management Policy (Attachment 1) to be placed on public exhibition for a period of 28 days.**
- 2. Should there be no submissions of objection;**
 - a. Council adopts the Brand Management Policy.**
 - b. Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.**

Moved Cr M Yarrington, Seconded Cr B Hackney

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

14.3 Petitions Policy

FILE NO:	142/1
ATTACHMENTS:	1. Draft Receipt of Petitions Policy 2. Receipt of Petitions Policy_25 February 2020
RESPONSIBLE OFFICER:	General Manager Executive Manager People and Performance
AUTHOR:	Office Manager Manager Communications, Marketing and Engagement
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.4 Implement and maintain a contemporary governance, audit and risk framework

EXECUTIVE SUMMARY

The Receipt of Petitions Policy is due for review, and this report presents a revised draft Policy for adoption.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses the revised Receipt of Petitions Policy (Attachment 1) to be placed on public exhibition for a period of 28 days.
2. Should there be no submissions of objection;
 - a. Council adopts the Receipt of Petitions Policy.
 - b. Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.

PROCEEDINGS IN BRIEF

A motion was moved being the Officers Recommendation
(Cr R Barstow / Cr K Jordan)

Cr M Griffin suggested a variation to Point 1 of the Officers Recommendation:

1. Council endorses the revised Receipt of Petitions Policy (Attachment 1) to be placed on public exhibition for a period of 28 days. With the following addition to Clause 9 – an unredacted copy of the petition be held in the Office of the General Manager for Councillors to assess upon request.

Cr R Barstow and Cr K Jordan agreed to the variation.

The motion when put was carried.

COUNCIL RESOLUTION

THAT

1. **Council endorses the revised Receipt of Petitions Policy (Attachment 1) to be placed on public exhibition for a period of 28 days. With the following addition to Clause 9 – an unredacted copy of the petition be held in the Office of the General Manager for Councillors to assess upon request.**
2. **Should there be no submissions of objection;**
 - a. **Council adopts the Receipt of Petitions Policy.**
 - b. **Council delegates any minor changes of the Policy to the General Manager. Any significant changes will result in a further report and recommendation to Council.**

Moved Cr R Barstow, Seconded Cr K Jordan

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

15 Finance

15.1 Statement of Investments as at 31 March 2025

FILE NO:	82/2
ATTACHMENTS:	1. Council's Holdings as at 31 March 2025
RESPONSIBLE OFFICER:	Executive Manager Finance Manager Financial Reporting
AUTHOR:	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 required Council to report on its investments.

As at the end of March 2025, Council had investments totaling \$223,442,854 under management.

Council's investment portfolio recorded a marked-to-market return of 4.42% per annum versus the bank bill index benchmark return of 4.16% per annum. The actual investment return for the month of March was \$844,438, an unfavourable variance of \$77,363 when compared to the revised monthly budget forecasts of \$921,801. This reflects a timing issue with the QBR 2 forecast and not an expected full year unfavourable variance trend.

The actual year to date investment return at March was \$8,801,794, reflecting a favourable variance of \$505,585 on the year to date budget forecast of \$8,296,209.

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.
-

COUNCIL RESOLUTION

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.

Moved Cr S Halliday, Seconded Cr M Griffin

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

16 Items for Information

16.1 Councillor Notice of Motions – Q3 Progress Update

FILE NO:	35/7
ATTACHMENTS:	1. Councillor Notice of Motions – Q3 Progress Report
RESPONSIBLE OFFICER:	Office Manager General Manager
AUTHOR:	Team Leader OGM
MAITLAND +10	Outcome 14 To have elected leaders that look out for us
COUNCIL OBJECTIVE:	14.3.1 Ensure Councillors have access to professional development and support required to enable them to best fulfill their role

EXECUTIVE SUMMARY

At Council Meeting 10 December 2024, Council endorsed reporting quarterly on councillor motions which have been carried, including an action plan outlining progress of each resolution. The purpose of this report is to provide a progress update on Mayoral Minutes and Councillor Notice of Motions presented to Council.

OFFICER'S RECOMMENDATION

THAT the information contained in this Report be noted.

COUNCIL RESOLUTION

THAT the information contained in this Report be noted.

Moved Cr M Yarrington, Seconded Cr W Penfold

CARRIED

The Division Resulted In 11 For And 0 Against, As Follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

16.2 Audit Risk and Improvement Committee (ARIC) Meeting Minutes – February 2025

FILE NO:	81/26
ATTACHMENTS:	1. ARIC Meeting Minutes 11 February 2025
RESPONSIBLE OFFICER:	Executive Manager People and Performance Manager Enterprise Risk, Health & Safety
AUTHOR:	Senior Risk and Audit Officer
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.4 Implement and maintain a contemporary governance, audit and risk framework

EXECUTIVE SUMMARY

The Audit Risk and Improvement Committee (ARIC) meeting for February was held on 11 February 2025. The adopted minutes of the meeting are submitted to Council for information.

OFFICER'S RECOMMENDATION

THAT Council note the minutes from the ARIC Meeting of 11 February 2025.

COUNCIL RESOLUTION

THAT Council note the minutes from the ARIC Meeting of 11 February 2025.

Moved Cr S Halliday, Seconded Cr B Hackney

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

17 Notices of Motion/Rescission

17.1 East Maitland Cemetery

Notice of Motion Submitted by Cr Mitchell Griffin

FILE NO: 35/7/4
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Mitchell Griffin has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 15 April 2025:

COUNCIL RESOLUTION

THAT

1. Council investigates the provision of the following items at the East Maitland Cemetery (including Catholic, Church of England, Baptist and non-Denomination).
 - Kerb, guttering and drainage.
 - Appropriate roadside parking for visitors
 - Replanting of previous bottle brush trees which were removed as part of the fence construction
 - Accessibility improvements be considered.
2. Council make considerations for the provision of these items as part of their 2025-2028 operational plans and capital works program.

Moved Cr M Griffin, Seconded Cr S Halliday

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

17.2 1955 Flood Boat

Notice of Motion Submitted by Cr Mitchell Griffin

FILE NO: 35/44/1

ATTACHMENTS: 1. 1955 Flood Boat – Phoebe Dunbar located in the MAC foyer

RESPONSIBLE OFFICER: General Manager

Cr Mitchell Griffin has indicated his/her intention to move the following Notice of Motion at the next Council Meeting being held on 15 April 2025:

COUNCIL RESOLUTION

THAT

Council staff investigate the possibility of the display of the 1955 Flood Boat in the Maitland Administration Centre foyer on a permanent basis.

Moved Cr M Griffin, Seconded Cr S Halliday

CARRIED

The division resulted in 9 for and 2 against, as follows:

For:	Cr A Atkinson	Against:	Cr R Barstow
	Cr K Flannery		Cr D Ferris
	Cr M Griffin		
	Cr B Hackney		
	Cr S Halliday		
	Cr K Jordan		
	Mayor P Penfold		
	Cr W Penfold		
	Cr M Yarrington		

17.3 Addressing the Infrastructure Backlog

Notice of Motion Submitted by Cr Ken Jordan

FILE NO: 35/7/4
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Ken Jordan has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 15 April 2025:

COUNCIL RESOLUTION

THAT

Council staff should undertake appropriate community engagement and prepare a 4-year program that provides for:

- **A breakdown of priority projects requiring immediate attention, with a focus on community-critical infrastructure such as sporting fields and amenities, public parks and playgrounds, libraries, community halls, roads, drainage, and footpaths.**
- **Identification of potential funding sources, including but not limited to council contributions, state and federal government grants, partnerships, and innovative financing models to accelerate delivery.**
- **A proposed delivery program that includes clear timelines ensuring accountability and progress tracking.**
- **A collaboration plan with government partners to explore co-investment opportunities that leverage available support for regional infrastructure renewal.**

Moved Cr K Jordan, Seconded Cr S Halliday

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:

Cr A Atkinson
Cr R Barstow
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr S Halliday
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr M Yarrington

Against:

DRAFT

17.4 Urgent Audit of Council Commercial Property Holdings and Performance

Notice of Motion Submitted by Cr Race Barstow

FILE NO: 35/7/4
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Race Barstow has indicated her intention to move the following Notice of Motion at the next Council Meeting being held on 15 April 2025:

COUNCIL RESOLUTION

THAT

Council staff provide a report within 6 months and as a matter of priority detailing all Council operational land and assets that are held for commercial purposes including:

- A list of all operational land and assets that details annual revenue and current tenancy/usage arrangements;
- Details on current utilisation rates for each building asset
- An estimated written down value and full replacement cost for each building and
- Indication of any potential dealings that are in progress or imminent for each site

Moved Cr R Barstow, Seconded Cr W Penfold

CARRIED

The division resulted in 11 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	Cr S Halliday	
	Cr K Jordan	
	Mayor P Penfold	
	Cr W Penfold	
	Cr M Yarrington	

18 Questions with Notice

18.1 Status of Grants for Walka Water Works & Maitland Gaol

Submitted by Cr Philip Penfold

FILE NO: 35/7/2
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Philip Penfold has asked the following Question With Notice for the Council Meeting being held on 15 April 2025:

Please provide an overview of the current status of the NSW Government Regional Tourism Activation Fund (RTAF) Grants and any federal grants that were awarded to Council for Walka Water Works and Maitland Gaol.

RESPONSE BY GENERAL MANAGER

Walka Water Works

On 16th of March 2023, The Department of Regional NSW executed a Funding Deed with Maitland City Council for \$10,000,000 funding for the delivery of the Walka Water Works Redevelopment project. This funding deed was awarded from the NSW Regional Tourism Activation fund (RTAF).

In 2024 Council submitted a variation request to the Department of Primary Industries and Regional Development (formerly Department of Regional NSW), proposing to remove the accommodation element from the project and redirect that portion of the funding to the remediation of the pumphouse building.

Council was advised formally by the Department of Primary Industries and Regional Development that the variation request was declined, and the agreement had been terminated on 4 February 2025, with effect from 16 December 2024. Council has returned the unspent grant funds to the Department, totalling \$2,500,000. The residual \$7,500,000 was never provided to Council.

There are currently no federal grants allocated to works being undertaken at the Walka Water Works site.

Maitland Gaol

The Maitland Gaol Redevelopment project received funding of \$5,481,670 from the NSW Government under the Regional Tourism Activation Fund and \$5,000,000 in funding from the Australian Government under the Regional Recovery Partnerships Program. Council has also committed \$1,700,000 to the project.

In 2024 Council submitted a variation request to the Department of Primary Industries and Regional Development, proposing to reduce the scope of the grant funded project to ensure the works could be delivered within the funding envelope available.

Council was advised formally by the Department of Primary Industries and Regional Development that the variation request was declined on 19 March 2025. Council's General Manager met with the Minister for Regional NSW, Tara Moriarty and the Member for Maitland, Jenny Aitchison on 27 March 2025 to request the Minister for Regional NSW review the Department's decision to decline the variation request. The outcome of that request for review is not yet known.

DRAFT

19 Urgent Business

Nil

20 Committee of the Whole

21 Committee of the Whole Recommendations

22 Closure

The meeting was declared closed at 7.50 pm.

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Chairperson