

# Ordinary Meeting Minutes

**17 June 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 Ben Whiting  
Cr Ben Worth  
Cr Mike Yarrington

### **1 Invocation**

Pastor Jay Gale from the Unlimited 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**

Nil

### **4 Declarations of Interest**

Nil

### **5 Confirmation of Minutes of Previous Meeting**

#### **COUNCIL RESOLUTION**

**THAT the minutes of the Ordinary Meeting held 20 May 2025 be confirmed.**

**Moved Cr R Barstow, Seconded Cr D Ferris**

**CARRIED**

The division resulted in 13 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 B Whiting	
	Cr B Worth	
	Cr M Yarrington	

## **6 Business Arising from Minutes**

Nil

## **7 Withdrawal of Items and Acceptance of Late Items of Business**

Acceptance of late items:

16.4 – Kezia Road, Oakhampton Planning Proposal

### **COUNCIL RESOLUTION**

**THAT**

**Council accept the late item 16.4 – Kezia Road, Oakhampton Planning Proposal.**

**Moved Cr R Barstow, Seconded Cr M Griffin**

**CARRIED**

The division resulted in 13 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 B Whiting Cr B Worth Cr M Yarrington	Against:
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## 8 Public Access

Richard Bennett representing himself spoke AGAINST Item No 10.1 - Delivery Program 2025-2029 incorporating the Operational Plan 2025-26, Resourcing Strategy, Asset Management Policy, Strategy and Plan, Workforce Management Plan, Long-Term Financial Plan 2025-2035, And Fees and Charges 2025-26.

### COUNCIL RESOLUTION

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

Moved Cr M Yarrington, Seconded Cr S Halliday

CARRIED

The division resulted in 13 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 B Whiting Cr B Worth Cr M Yarrington	Against:
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Jarrold Dixon representing SLR Consulting Limited spoke FOR Item No 11.2 - DA/2024/1115 for Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm.

Stewart Floresta representing McDonalds Australia Limited spoke FOR Item No 11.2 - DA/2024/1115 for Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm.

Eckard du Toit representing himself spoke against Item No 11.2 - DA/2024/1115 FOR Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm.

Paula McKain representing herself spoke against Item No 11.2 - DA/2024/1115 FOR Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm.

Erin Daniel representing Perception Planning spoke AGAINST Item No 11.3 - DA/2023/842 FOR Manufactured Home Estate and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal at 283 & 303 Wollombi Road Farley.

Corrine Hunter representing herself spoke AGAINST Item No 11.3 - DA/2023/842 for Manufactured Home Estate and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal at 283 & 303 Wollombi Road Farley.

#### COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Corrine Hunter.

Moved Cr B Hackney, Seconded Cr M Yarrington

CARRIED

The division resulted in 13 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 B Whiting	
	Cr B Worth	
	Cr M Yarrington	

## 9 Mayoral Minute

Nil

DRAFT



## 10 Office of the General Manager

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

**FILE NO:** 35/33/21

**ATTACHMENTS:**

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

**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 16. To work together to be the best our community can be

**COUNCIL OBJECTIVE:** 16.1.1 Develop contemporary and integrated community and corporate strategic and operational plans

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#### EXECUTIVE SUMMARY

The Delivery Program 2025–2029 outlines the key outcomes Council aims to achieve over its term of office. These outcomes are aligned to Maitland's Future—our refreshed Community Strategic Plan—which sets a vision for a connected city with thriving communities.

The draft Operational Plan 2025–26, which represents the first year of the Delivery Program, presents a proposed operating deficit of \$2.2 million (before capital). The plan details our operational actions, budget, capital works program, rating structure, revenue policy, and schedule of fees and charges.

Following a period of public exhibition from 17 April to 19 May 2025, it is recommended that Council adopt the plan, incorporating changes documented.

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The report also recommends Council make the rates and charges for 2025–26, resulting in a 5.8% increase in total rates income in line with the rate peg determined by the Independent Pricing and Regulatory Tribunal (IPART).

To support delivery, the Resourcing Maitland's Future strategy has also been prepared. It includes three key components:

- ☐ The Long-Term Financial Plan
- ☐ The Workforce Management Strategy
- ☐ The Asset Management Planning suite

Resourcing Maitland's Future was also placed on public exhibition for community feedback.

It is recommended that Council formally adopt:

- ☐ the Delivery Program 2025–2029, including the Operational Plan 2025–26, and
- ☐ Resourcing Maitland's Future, including its three component strategies.

Together, these documents establish a clear roadmap for Council's service delivery, financial sustainability, and infrastructure priorities for the year ahead and beyond.

## OFFICER'S RECOMMENDATION

### THAT

1. That Council adopts the Delivery Program 2025–2029, incorporating the Operational Plan 2025–2026 and Fees and Charges 2025–2026, in accordance with Section 404 and Section 405 of the *Local Government Act 1993 (Act)*.
2. That Council adopts the Revenue Policy for 2025–2026, as included in the Operational Plan 2025–2026, in accordance with Section 405 of the *Local Government Act 1993*.
3. That Council makes the rates and annual charges for the period 1 July 2025 to 30 June 2026, as outlined in this report, in accordance with Section 532 of the *Act*.
4. That Council adopts the Stormwater Management Service Charge as identified in the Operational Plan 2025–2026, in accordance with Section 496A of the *Act*.
5. That Council adopts the Waste Management Charges as identified in the Operational Plan 2025–2026, in accordance with Sections 496 and 502 of the *Act*.
6. That Council charges and collects a Catchment Contribution on behalf of the State Government in accordance with the *Local Land Services Act 2013*.
7. That Council approves \$6 million in borrowings for the projects outlined in this report and authorises the General Manager and Mayor to sign all documents relating to the loan(s).

8. That Council approves \$1.95 million in equipment loans for the projects outlined in this report and authorises the General Manager and Mayor to sign all documents relating to the equipment loan(s).
9. That Council adopts the Resourcing Strategy 2025–2029, comprising the:
  - Long-Term Financial Plan 2025–2035,
  - Workforce Management Strategy 2025–2029, and
  - Asset Management Planning (including the Asset Management Policy, Asset Management Strategy and individual Service Asset Management Plans),
 in accordance with Section 403 of the Act.
10. That Council notes that the draft Delivery Program and Operational Plan and Resourcing Strategy were placed on public exhibition and that submissions received have been considered in accordance with Section 405(3) of the Act.
11. That Council's Financial Reserves policy be updated to:
  - repurpose the internal reserve currently titled Pandemic/Emergency Response reserve as the Disaster Resilience & Recovery reserve
  - from 2026–27, an allocation of \$250,000 per annum be allocated to this reserve from General Revenue

## PROCEEDINGS IN BRIEF

A motion was moved being the Officers Recommendation  
(Mayor P Penfold / Cr B Hackney)

An amendment was moved.  
(Cr D Ferris/ Cr A Atkinson )

THAT

The Draft Fees and Charges 2025-26 are amended to reflect the following charges, to incentivise take up of the opt in fortnightly general waste collection service:

Domestic Waste Management Service Charge (annual fee) \$722.00  
Opt-in Fortnightly Domestic Waste Management Charge \$572.00

Cr M Griffin moved a motion that the amendment be put as we have had 2 speakers for and 2 speakers against.

The division resulted in 11 for and 2 against, as follows:

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

The motion was carried.

The amendment was then put.

The division resulted in 3 for and 10 against, as follows:

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

The amendment was Lost.

The original motion (being the officer's recommendation) when put to the meeting was declared carried.

## **COUNCIL RESOLUTION**

### **THAT**

1. That Council adopts the Delivery Program 2025–2029, incorporating the Operational Plan 2025–2026 and Fees and Charges 2025–2026, in accordance with Section 404 and Section 405 of the *Local Government Act 1993 (Act)*.
2. That Council adopts the Revenue Policy for 2025–2026, as included in the Operational Plan 2025–2026, in accordance with Section 405 of the *Local Government Act 1993*.
3. That Council makes the rates and annual charges for the period 1 July 2025 to 30 June 2026, as outlined in this report, in accordance with Section 532 of the *Act*.
4. That Council adopts the Stormwater Management Service Charge as identified in the Operational Plan 2025–2026, in accordance with Section 496A of the *Act*.
5. That Council adopts the Waste Management Charges as identified in the Operational Plan 2025–2026, in accordance with Sections 496 and 502 of the *Act*.
6. That Council charges and collects a Catchment Contribution on behalf of the State Government in accordance with the *Local Land Services Act 2013*.
7. That Council approves \$6 million in borrowings for the projects outlined in this report and authorises the General Manager and Mayor to sign all documents relating to the loan(s).
8. That Council approves \$1.95 million in equipment loans for the projects outlined in this report and authorises the General Manager and Mayor to sign all documents relating to the equipment loan(s).
9. That Council adopts the Resourcing Strategy 2025–2029, comprising the:
  - Long-Term Financial Plan 2025–2035,
  - Workforce Management Strategy 2025–2029, and
  - Asset Management Planning (including the Asset Management Policy, Asset Management Strategy and individual Service Asset Management Plans),in accordance with Section 403 of the *Act*.
10. That Council notes that the draft Delivery Program and Operational Plan and Resourcing Strategy were placed on public exhibition and that submissions received have been considered in accordance with Section 405(3) of the *Act*.
11. That Council's Financial Reserves policy be updated to:

- repurpose the internal reserve currently titled Pandemic/Emergency Response reserve as the Disaster Resilience & Recovery reserve
- from 2026-27, an allocation of \$250,000 per annum be allocated to this reserve from General Revenue

**Moved Mayor P Penfold, Seconded Cr B Hackney**

**CARRIED**

The division resulted in 9 for and 4 against, as follows:

For:

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

Against:

Cr A Atkinson  
Cr R Barstow  
Cr D Ferris  
Cr B Whiting

## 10.2 Flying of Flags Policy Review

FILE NO:	35/45
ATTACHMENTS:	1. Flying of Flags Policy 2022 2. Flying of Flags Policy 2025
RESPONSIBLE OFFICER:	General Manager Office Manager
AUTHOR:	Team Leader OGM
MAITLAND +10	Outcome 17. An efficient and effective Council
COUNCIL OBJECTIVE:	17.2.1 To maintain effective and appropriate systems to ensure decision-making is transparent, accessible and accountable

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### EXECUTIVE SUMMARY

*In accordance with Council's policy review schedule, the Flying of Flags Policy has been reviewed and minor amendments and additions made. The revised policy is presented for adoption.*

### OFFICER'S RECOMMENDATION

#### THAT

1. Council rescind the Flying of Flags Policy 2022 version 5.1 (Attachment 1).
2. Council adopt the Draft Flying of Flags Policy 2025 version 6.0 (Attachment 2).

### PROCEEDINGS IN BRIEF

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

Cr M Griffin moved an amendment  
(Cr M Griffin / Cr S Halliday)

THAT

1. Council rescind the Flying of Flags Policy 2022 version 5.1 (Attachment 1).
2. Council adopt the Draft Flying of Flags Policy 2025 version 6.0 (Attachment 2) with the exception of the Torres Strait Islander Flag

Mayor P Penfold noted his intention to oppose the amendment and subject to the amendment being lost he foreshadowed an amendment of his own:

THAT

The determination of the matter be deferred for further discussion as to the item presented by Councillor M Griffin

Cr M Griffin and Cr S Halliday agreed to change their amendment wording to:

THAT

The matter be deferred before us and for council to have a briefing to consider the matters proposed in the debate herein

The division resulted in 9 for and 4 against, as follows:

For:

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

Against:

Cr A Atkinson  
Cr R Barstow  
Cr D Ferris  
Cr B Whiting

The amendment now becomes motion.



The motion when put to the meeting was declared carried.

**COUNCIL RESOLUTION**

**THAT**

**The matter be deferred before us and for council to have a briefing to consider the matters proposed in the debate herein**

**Moved Cr R Barstow, Seconded Cr K Jordan**

**CARRIED**

The division resulted in 11 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

Cr A Atkinson  
Cr D Ferris

## 11 City Planning

### 11.1 Waste Management Policy Adoption

FILE NO:	55/2
ATTACHMENTS:	1. Waste Management Policy 2. Formal Submission
RESPONSIBLE OFFICER:	Director City Planning Manager Environment & Sustainability
AUTHOR:	Operations Manager Waste Services
MAITLAND +10	Outcome 13 To reduce our waste
COUNCIL OBJECTIVE:	13.1.2 Deliver a sustainable waste management collection and disposal service

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#### EXECUTIVE SUMMARY

*This report outlines the exhibition process and submissions received on the draft Waste Management Policy, which was placed on public exhibition for a minimum of 28 days.*

*A 'Your Say' survey was also undertaken specifically relating to the proposed change of hours at the Maitland Resource Recovery Facility (MRRF).*

*A number of proposed amendments from the draft and final Waste Management Policy are also detailed in the report.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council adopts the Waste Management Policy
2. Council rescinds the Waste Bin and Charges Policy
3. Council approves the adjusted hours for the MRRF as detailed in Clause 5.4 of the Waste Management Policy
4. A full review of opening hours is undertaken with changes to commence with the operation of the Stage 3 MRRF Transformation.

## PROCEEDINGS IN BRIEF

A motion was moved.

(Cr B Hackney / Cr M Griffin)

THAT

1. Council adopts the Waste Management Policy
2. Council rescinds the Waste Bin and Charges Policy
3. Council approves a continuation of existing hours for the MRRF and modifies Clause 5.4 of the Waste Management Policy to reflect this
4. A full review of opening hours is undertaken prior to the commencement of operations of the Stage 3 MRRF Transformation.

## COUNCIL RESOLUTION

THAT

1. Council adopts the Waste Management Policy
2. Council rescinds the Waste Bin and Charges Policy
3. Council approves a continuation of existing hours for the MRRF and modifies Clause 5.4 of the Waste Management Policy to reflect this
4. A full review of opening hours is undertaken prior to the commencement of operations of the Stage 3 MRRF Transformation.

Moved Cr B Hackney, Seconded Cr M Griffin

**CARRIED**

The division resulted in 11 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

Cr A Atkinson  
Cr D Ferris

## 11.2 DA/2024/1115 For Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm

FILE NO:	DA/2024/1115
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. Locality Plan</li><li>2. Development Plans</li><li>3. Assessment Report (Under Separate Cover)</li><li>4. Recommended Conditions of Consent</li><li>5. Submissions (Under Separate Cover)</li></ol>
RESPONSIBLE OFFICER:	Director City Planning Manager Development & Compliance Coordinator Planning & Development
AUTHOR:	Senior Development Planner
APPLICANT:	SLR Consulting
OWNER:	Chisholm SC Pty Ltd
PROPOSAL:	Take Away Food and Drink Premises (24 Hour McDonald's) and Signage
LOCATION:	4 Heritage Drive CHISHOLM
ZONE:	E1 Local Centre

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### EXECUTIVE SUMMARY

*A development application (DA/2024/1115) has been received seeking consent for a Take Away Food and Drink Premises (24 Hour) and Signage at 4 Heritage Drive Chisholm. The locality plan can be viewed in **Attachment 1**.*

*The application was notified from 12 February 2025 to 26 February 2025. Ten (10) submissions were received during the exhibition period. The concerns raised by the objectors in respect to the proposed development include inappropriate location, traffic impacts, noise impacts, visual impacts, increase in criminal activity, devaluation of property and lack of community consultation. Subsequently the development application is being reported to Council for determination in accordance with the General Manager's delegation.*

*The proposed development also requests a minor variation to the floor space ratio prescribed within the Maitland Local Environmental Plan 2011 (MLEP). This variation is considered acceptable, with a minor exceedance to the prescribed floor space ratio (0.86%) justified through a valid Clause 4.6 application. The development is suitable for the site, which is zoned E1 Local Centre, and maintains a built form and scale that is compatible with the surrounding area. The proposal results in no unacceptable environmental or amenity impacts and remains generally consistent with the requirements of both the Maitland LEP 2011 and Maitland Development Control Plan 2011.*

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*The following report presents a summary of the key issues with a detailed assessment report provided in **Attachment 3** of this report. 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 contained within **Attachment 4** of this report.*

## **OFFICER'S RECOMMENDATION**

### **THAT**

- 1. DA/2024/1115 for Take Away Food and Drink Premises (24 Hour McDonalds) and Signage at 4 Heritage Drive, Chisholm be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

## **PROCEEDINGS IN BRIEF**

A motion was moved.  
(Cr M Griffin / Mayor Penfold)

### **THAT**

That Council defer consideration of Development Application 2024/1115 for the proposed Take away food and drink premises (24 hour McDonalds) at 4 Heritage Drive Chisholm to the August Council Meeting to request the applicant amend the hours of operation to more reasonable and appropriate trading hours, taking into account the site's context, surrounding land uses, community concerns, and potential amenity impacts .

The motion when put to the meeting was declared carried.

## **COUNCIL RESOLUTION**

### **THAT**

- 1. That Council defer consideration of Development Application 2024/1115 for the proposed Take away food and drink premises (24 hour McDonalds) at 4 Heritage Drive Chisholm to the August Council Meeting to request the applicant amend the hours of operation to more reasonable and appropriate trading hours, taking into account the site's context, surrounding land uses, community concerns, and potential amenity impacts .**

**Moved Cr M Griffin, Seconded Mayor P Penfold**

**CARRIED**

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

The division resulted in 13 for and 0 against, as follows:

For:		Against:
	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 B Whiting	
	Cr B Worth	
	Cr M Yarrington	

### 11.3 DA/2023/842 for Manufactured Home Estate and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal at 283 & 303 Wollombi Road Farley

FILE NO:	DA/2023/842
ATTACHMENTS:	<ol style="list-style-type: none"> <li>1. Locality Plan</li> <li>2. Development Plans</li> <li>3. Assessment Report (Under Separate Cover)</li> <li>4. Recommended Reasons of Refusal</li> <li>5. Submissions</li> </ol>
RESPONSIBLE OFFICER:	Director City Planning Manager Development & Compliance Coordinator Planning & Development
AUTHOR:	Senior Development Planner
APPLICANT:	Vivacity Property Pty Ltd
OWNER:	Corinne Rachelle Hunter  Graeme John Goodman and Suzanne Louise Goodman
PROPOSAL:	Manufactured Home Estate and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal
LOCATION:	283 & 303 Wollombi Road FARLEY NSW 2320
ZONE:	Part R1 General Residential and part RU2 Rural Landscape zoning

#### EXECUTIVE SUMMARY

*This development application was reported to Council for determination at the Ordinary Meeting of Council held on 20 May 2025. The matter was deferred the matter to the June 2025 Council Meeting to facilitate further provision of information from the applicant to Council. A meeting was held with the applicant, their consultant and Council staff on the 22 May 2025 to discuss the outstanding issues. A further meeting with the engineering specialists was held on the 2 June 2025, however at the time of writing this report, no formal information has been provided which addresses the previous issues or reasons for refusal. Following these discussions, Council staff are still of the view that the provision of additional information will not be able to reasonably resolve all the remaining issues. Therefore, the development application is being reported to the June Ordinary Meeting of Council with the recommendation of refusal.*

*Development Application No. DA/2023/842 was lodged with Council on 23 October 2023 seeking development consent for a Manufactured Home Estate (MHE) and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal at 283 & 303 Wollombi Road Farley (Lot 1 DP 995219). The locality plan can be viewed at **Attachment 1** and the plans under **Attachment 2**.*

*This matter is being reported to Council as the officer's recommendation is for refusal and the application received four (4) submissions of objection during the assessment process. Furthermore, in accordance with the 'Delegations of Authority' for the General Manager, Section 3(b)(iii), the estimated cost of works at \$28,796,442 exceeds \$5,000,000 and therefore requires Council determination.*

*The portion of the site to be developed is zoned R1 General Residential and RU2 Rural Landscape under the Maitland Local Environmental Plan (MLEP) 2011. Under the provisions of Chapter 3 of the State Environmental Planning Policy (Housing) 2021, MHE's are permissible on any land on which development for the purposes of a caravan park may be carried out. Caravan parks, which include moveable dwellings, are permissible under the RU2 Rural Landscape zone of MLEP 2011.*

*207 manufactured home sites are proposed within the RU2 Rural Landscape portion of the site. The R1 General Residential portion of the site is to be developed as Multi-Dwelling Housing comprising 47 moveable dwellings. The development must comply with relevant provisions in SEPP (Housing) 2021 and under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 for development consent to be granted. The proposed development does not appear to satisfy the requirements for a MHE, as the dwellings do not meet the definition of a 'manufactured home' under the Regulation. The dwellings are slab-on-ground constructions that appear to be built on-site rather than transported to the site as required. This issue constitutes a key reason for refusal of the application. This is discussed in further detail in the Assessment Report under **Attachment 3**.*

*Throughout the assessment process, Council's position has remained consistent. Fundamental planning matters including compliance with the Rural Land Strategy (RLS), Local Housing Strategy (LHS), the zoning objectives of the RU2 Rural Landscape zone, and the relevant provisions of SEPP (Housing) 2021 have not been adequately addressed.*

*The RLS highlights key issues associated with past MHE developments on RU2 land, including unplanned growth, social isolation of vulnerable residents, demand for unanticipated infrastructure, adverse environmental impacts, and increased exposure to natural hazards. In response, Amendment No. 38 to the MLEP 2011 was gazetted on 28 March 2025 to prohibit caravan parks in RU2 zones which demonstrates Council's intent to prevent developments of this nature in rural areas, despite the savings provisions that apply to this application.*

*The LHS recognises MHE's as a medium-density form of housing best suited to urban locations with access to services and public transport, however, the subject site is predominantly RU2 and not identified for future urban expansion. The physical characteristics of the site, including steep grades and lack of pedestrian infrastructure, further undermine its suitability, especially for older residents or those without access to private vehicles. These locational and accessibility constraints are inconsistent with both SEPP (Housing) 2021 and Council's strategic planning principles.*

*Furthermore, the scale and built form of the development is incompatible with the rural character of the site and surrounding area, and conflict with the objectives of the RU2 zone under the MLEP 2011.*



*Despite multiple submissions of revised plans and supporting documentation, including the latest scheme provided in February 2025, the development fails to address Council's concerns. In particular, the proposed access arrangements do not comply with Council's Manual of Engineering Standards (MOES), as the current configuration encroaches on an approved intersection and fails to meet the required 40m separation between opposing centrelines. The inability to resolve safe and compliant access further supports Council's conclusion that the site is unsuitable for a development of this scale.*

*The application was placed on public exhibition for a period of 28 days from 6 November 2023 to 4 December 2023 in accordance with the Environmental Planning and Assessment Act (EP&A Act) 1979, Environmental Planning and Assessment Regulation (EP&A) 2021 and Maitland Development Control Plan (MDCP) 2011. During this time four (4) submissions of objection were received. The concerns raised by the objectors in respect to the proposed development include visual impacts and conflict with the character of surrounding rural lands, inconsistency with SEPP (Housing) 2021 and Council's policies and controls, vegetation removal, noise impacts, social impacts and access to essential services, topography of the site and roadway widths, control of stormwater and wastewater discharge from the site, traffic impacts, and no safe pedestrian or cycling paths within area to cater for increased population. The concerns raised by the objectors are discussed in further detail in the body of this report.*

*An assessment of the application has been undertaken against Section 4.15(1) of the EP&A Act, 1979. The proposed development is considered not to be acceptable in terms of the relevant matters for consideration under the Act and accordingly, is recommended for refusal for the reasons contained in **Attachment 4**.*

## **OFFICER'S RECOMMENDATION**

### **THAT**

- 1. DA/2023/842 for Manufactured Home Estate and Multi-Dwelling Housing (254 Dwelling Sites), Community Facilities and Tree Removal at 283 & 303 Wollombi Road, Farley is refused for the reasons provided in Attachment 4 of this report.**

## **PROCEEDINGS IN BRIEF**

A motion was moved.  
(Mayor P Penfold / Cr K Jordan)

### **THAT**

1. Council defer Development Application 2023/842 for a period of three months to allow the applicant to respond to the following matters as outlined in the Council report:
  - a. The applicant provide all information required under Section 125 of *State Environmental Planning Policy (Housing) 2021* to enable Council to legally determine an application.

- b. The applicant provide an updated Traffic Impact Assessment (TIA) that responds to the outstanding issues raised in the Traffic Impact Assessment prepared by TTPP (dated 31 January 2025) and Council's Assessment Report.
- c. The applicant provide an updated Social Impact Statement (SIS) that responds to the issues raised in Council's Assessment Report.
- d. Confirmation that the proposed development satisfies the aims of State Environmental Planning Policy (Housing) 2021 under Section 118.
- e. The applicant demonstrate consistency with the objectives of the RU2 Rural Landscape zone. The proposal must align with the zone's objectives, including maintaining the rural landscape character, supporting sustainable primary production, and allowing non-agricultural uses only where appropriate.
- f. Confirmation from the applicant that the proposed dwellings meet the definition of a 'manufactured home' under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021.
- g. The applicant provide full updated concept engineering plans reflecting the significant design changes due to the change of proposed intersection location along Wollombi Road.
- h. The applicant provide detailed swept path analysis demonstrating that the internal road widths, bends, and turning radii are suitable for safe access by waste collection and emergency vehicles, including compliance with NSW RFS requirements.
- i. The applicant provide detailed plans confirming compliance with AS2890.2 standards for road design.
- j. The applicant provide detailed design information which is required to confirm that appropriate sight distances can be achieved and maintained at both access points, accounting for horizontal and vertical alignment (e.g. road crests) as well as any visual obstructions from proposed buffer landscaping.
- k. The applicant provide an environmental impact assessment which addresses the removal of all affected public/street trees required for the proposed access and road layout.
- l. The applicant provide details of planting for the secondary basin.
- m. The applicant confirm that stormwater from the western cutoff swale (designed to collect runoff from Wollombi Road) does not drain onto the neighbouring lot.
- n. The applicant provide details of how the proposed manufactured homes can meet the requirements of the acoustic report.

- o. The applicant undertake further ecological assessment of the recently revised biodiversity development assessment report (BDAR).

Mayor Penfold moved a motion that the matter be put as there had already been two speakers for and two speakers against.

The division resulted in 12 for and 1 against, as follows:

For:	Cr A Atkinson	Against:	Cr D Ferris
	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 B Whiting		
	Cr B Worth		
	Cr M Yarrington		

The motion when put to the meeting was declared carried.

## COUNCIL RESOLUTION

### THAT

1. Council defer Development Application 2023/842 for a period of three months to allow the applicant to respond to the following matters as outlined in the Council report:
  - a. The applicant provide all information required under Section 125 of State Environmental Planning Policy (Housing) 2021 to enable Council to legally determine an application.
  - b. The applicant provide an updated Traffic Impact Assessment (TIA) that responds to the outstanding issues raised in the Traffic Impact Assessment prepared by TTPP (dated 31 January 2025) and Council's Assessment Report.
  - c. The applicant provide an updated Social Impact Statement (SIS) that responds to the issues raised in Council's Assessment Report.
  - d. Confirmation that the proposed development satisfies the aims of State Environmental Planning Policy (Housing) 2021 under Section 118.
  - e. The applicant demonstrate consistency with the objectives of the RU2

Rural Landscape zone. The proposal must align with the zone's objectives, including maintaining the rural landscape character, supporting sustainable primary production, and allowing non-agricultural uses only where appropriate.

- f. Confirmation from the applicant that the proposed dwellings meet the definition of a 'manufactured home' under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021.
- g. The applicant provide full updated concept engineering plans reflecting the significant design changes due to the change of proposed intersection location along Wollombi Road.
- h. The applicant provide detailed swept path analysis demonstrating that the internal road widths, bends, and turning radii are suitable for safe access by waste collection and emergency vehicles, including compliance with NSW RFS requirements.
- i. The applicant provide detailed plans confirming compliance with AS2890.2 standards for road design.
- j. The applicant provide detailed design information which is required to confirm that appropriate sight distances can be achieved and maintained at both access points, accounting for horizontal and vertical alignment (e.g. road crests) as well as any visual obstructions from proposed buffer landscaping.
- k. The applicant provide an environmental impact assessment which addresses the removal of all affected public/street trees required for the proposed access and road layout.
- l. The applicant provide details of planting for the secondary basin.
- m. The applicant confirm that stormwater from the western cutoff swale (designed to collect runoff from Wollombi Road) does not drain onto the neighbouring lot.
- n. The applicant provide details of how the proposed manufactured homes can meet the requirements of the acoustic report.
- o. The applicant undertake further ecological assessment of the recently revised biodiversity development assessment report (BDAR).

Moved Mayor P Penfold, Seconded Cr K Jordan

CARRIED

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

The division resulted in 9 for and 4 against, as follows:

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

## 12 City Services

### 12.1 Maitland Regional Art Gallery Acquisition and Collection Management Policy

FILE NO:	35/1
ATTACHMENTS:	1. Draft MRAG Acquisition and Collection Management Policy 2025
RESPONSIBLE OFFICER:	Director City Services
AUTHOR:	Gallery Director
MAITLAND +10	Outcome 5 To celebrate what makes our city unique – our history, our people and our river
COUNCIL OBJECTIVE:	5.1.1 Curate and promote our unique history through our collections, museums, and experiences

#### EXECUTIVE SUMMARY

*The Draft Maitland Regional Art Gallery Acquisition and Collection Management policy documents the process for delivery of Gallery services related to the development and management of the Maitland Regional Art Gallery collection. It aligns with the Gallery's vision and mission, the Maitland Community Strategic Plan and International standards of ethical and responsible stewardship of museum collections.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council adopt the Draft Maitland Regional Art Gallery Acquisition and Collection Management Policy

#### COUNCIL RESOLUTION

##### THAT

1. Council adopt the Draft Maitland Regional Art Gallery Acquisition and Collection Management Policy

Moved Cr S Halliday, Seconded Cr B Hackney

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

## 12.2 Year-Round Grants Program Round Five 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 Community Development & Programs 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

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### 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 three (3) applications under Council's Year-Round Community Grants Program Round Five (5) 2024/2025.*

### OFFICER'S RECOMMENDATION

#### THAT

1. Council approves the allocation of funds for Round Five (5) of the Year-Round Community Grants Program 2024/2025, as recommended in this report for applications numbered one (1) to three (3) in accordance with Section 356 of the Local Government Act, 1993.
2. Council formally thanks all six (6) applicants for their submissions and advises them of Council's decision.



## **COUNCIL RESOLUTION**

### **THAT**

- 1. Council approves the allocation of funds for Round Five (5) of the Year-Round Community Grants Program 2024/2025, as recommended in this report for applications numbered one (1) to three (3) in accordance with Section 356 of the Local Government Act, 1993.**
- 2. Council formally thanks all six (6) applicants for their submissions and advises them of Council's decision.**

**Moved Cr R Barstow, Seconded Cr M Yarrington**

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

## 12.3 Social Strategy

FILE NO:	29/25
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Asset Management Coordinator Community & Recreation Planning Community Planner
MAITLAND +10	Outcome 1 To stay friendly, happy and proud as our city grows
COUNCIL OBJECTIVE:	1.1.1 Welcome new residents and foster community connection

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### EXECUTIVE SUMMARY

*Maitland City Council does not currently have an active, dedicated planning instrument which identifies and assesses social issues in the local government area (LGA) or sets a strategic roadmap for how the organisation will prioritise or deliver actions that enhance social wellbeing outcomes. Between 2021 and 2024 a series of Neighbourhood Plans were developed by the Community Planning team to address this issue, however these were ultimately not endorsed by Council upon completion. There is an outstanding Council resolution to conduct further engagement and revisit the plans. Given the Neighbourhood Plan approach was deferred by Council, Council Officers have revised the thinking behind Council's social planning approach and are proposing to adopt a new direction and develop a Social Strategy which will better address our community needs.*

*This report outlines the key elements of the proposed Social Strategy. It includes the overall strategy objectives, structure, inclusions, strategic alignment, resourcing and the benefits that can be achieved through a social strategy.*

### OFFICER'S RECOMMENDATION

#### THAT

1. Council note the information in this report
2. Council endorse the development of a Social Strategy in place of a Neighbourhood Planning approach

## **COUNCIL RESOLUTION**

### **THAT**

- 1. Council note the information in this report**
- 2. Council endorse the development of a Social Strategy in place of a Neighbourhood Planning approach**

**Moved Cr R Barstow, Seconded Cr K Jordan**

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

**Against:**

## 12.4 Local Traffic Committee Meeting Minutes (May 2025)

<b>FILE NO:</b>	140/5
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"> <li>1. Local Traffic Committee Meeting Minutes May 2025 with attachments</li> <li>2. May Agenda Item 5.1 Event – Luminous 2025 – Event Traffic &amp; Transport Management</li> <li>3. March Agenda Item 5.4 – Extension of High Pedestrian Activity Area, High Street, Maitland – Proposed Signage and Linemarking</li> </ol>
<b>RESPONSIBLE OFFICER:</b>	Director City Services Manager Asset Strategy and Engineering
<b>AUTHOR:</b>	Operations Manager Transport & Infrastructure Engineering Traffic Management Officer
<b>MAITLAND +10</b>	Outcome 2 To easily get to where we want to go
<b>COUNCIL OBJECTIVE:</b>	2.2.2 Make our roads safer through the timely delivery of road maintenance and safety programs
<b>Previous Items:</b>	12.3 – Local Traffic Committee Meeting Minutes (March 2025) – Ordinary Council – 15 Apr 2025 5:30 PM

### EXECUTIVE SUMMARY

*The minutes of Maitland City Council's Local Traffic Committee meeting held Thursday 1 May 2025 are attached for information. At this meeting, a temporary road closure application was considered and endorsed for acceptance for one (1) event, requiring a Council resolution to implement the associated temporary road closures. The community consultation undertaken for the extension of the High Pedestrian Activity Area in High Street Maitland from the April 2025 Council Meeting was also discussed and reported.*

### OFFICER'S RECOMMENDATION

#### THAT

1. The Local Traffic Committee meeting minutes of 1 May 2025 be noted.
2. Council approve the traffic management plans and road closures for the following events as recommended in the attached reports:
  - a. Luminous 2025, Thursday 19 June 2025 to Sunday 22 June 2025 – Event Traffic & Transport Management
3. The information regarding the Extension of High Pedestrian Activity Area, High Street, Maitland – Proposed Signage and Linemarking contained within this report be noted.

**COUNCIL RESOLUTION****THAT**

1. The Local Traffic Committee meeting minutes of 1 May 2025 be noted.
2. Council approve the traffic management plans and road closures for the following events as recommended in the attached reports:
  - a. Luminous 2025, Thursday 19 June 2025 to Sunday 22 June 2025 – Event Traffic & Transport Management
3. The information regarding the Extension of High Pedestrian Activity Area, High Street, Maitland – Proposed Signage and Linemarking contained within this report be noted.

**Moved Cr W Penfold, Seconded Cr B Whiting**

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

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## 12.5 Renaming of Melville Ford Bridge

FILE NO:	35/6
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. Engagement Report: Renaming Melville Ford Bridge</li><li>2. Melville Bridge Renaming Submission</li><li>3. Melville Ford Petition Lodgement Form</li></ol>
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Transport & Infrastructure Engineering Infrastructure Investigations Engineer
MAITLAND +10	Outcome 2 To easily get to where we want to go
COUNCIL OBJECTIVE:	2.2.5 Replace the bridge at Melville Ford to improve access for residents
Previous Items:	9.2 – Renaming of the Melville Ford Bridge – Ordinary Council – 28 Jan 2025 5:30 PM

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### EXECUTIVE SUMMARY

*Council unanimously resolved at the meeting of 28 January 2025 to go out to public exhibition to rename the Melville Ford Bridge to 'Milton Morris Bridge'. Officers have also made enquiries to the Geographical Naming Board (GNB) since this meeting. Community consultation has been undertaken via Maitland's Your Say page, commencing on 9 April 2025 until 5 May 2025, to seek public sentiment on the proposal to rename the bridge as Milton Morris Bridge. During the consultation process Council also received community feedback via Council's social media page (Facebook) and confirmed receipt of a formal petition actioned by a member of the community. This report compiles the community's responses and recommends Council considers its position on the proposal to rename the Melville Ford Bridge.*

### OFFICER'S RECOMMENDATION

#### THAT

1. Council acknowledges receipt of the petition to retain the name of the Melville Ford Bridge.
2. Council considers the petition and the information within this report when determining its position on the proposed naming of the bridge currently known as Melville Ford Bridge.

3. **A review be undertaken to identify other further options that can acknowledge the legacy and outstanding contributions of the former Member for Maitland and NSW Transport Minister.**

### **PROCEEDINGS IN BRIEF**

A motion was moved.  
(Cr M Yarrington / Cr S Halliday)

THAT

1. Council acknowledges receipt of the petition to retain the name of the Melville Ford Bridge and feedback received during the recently completed consultation period
2. Council finalises the procedure for renaming including publication in the NSW Government Gazette and on Councils website to officially name the new bridge, which replaces the previously known Melville Ford Bridge, as the “Milton Morris Bridge”
3. Council notifies all relevant parties including the Geographical Names Board of the new name, giving sufficient particulars to enable the name to be identified.
4. Upon completion of the construction of the new bridge, Council installs signage to recognise the naming as “Milton Morris Bridge”
5. Council delegates to the General Manager the authority as required to finalise the process in accordance with the relevant clauses of the Roads Act and Roads Regulation.

Cr Mitchell Griffin left the meeting, the time being 07:53 PM

Mayor P Penfold moved a procedural motion to have the motion put as there had been at least two speakers for and two speakers against.

**The division resulted in 9 for and 3 against, as follows:**

<b>For:</b>	Cr R Barstow Cr K Flannery Cr B Hackney Cr S Halliday Cr K Jordan Mayor P Penfold Cr W Penfold Cr B Worth Cr M Yarrington	<b>Against:</b>	Cr A Atkinson Cr D Ferris Cr B Whiting
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Cr Mitchell Griffin returned to the meeting, the time being 07:54 PM

The motion was then put.

The motion when put to the meeting was declared carried.

## **COUNCIL RESOLUTION**

### **THAT**

- 1. Council acknowledges receipt of the petition to retain the name of the Melville Ford Bridge and feedback received during the recently completed consultation period**
- 2. Council finalises the procedure for renaming including publication in the NSW Government Gazette and on Councils website to officially name the new bridge, which replaces the previously known Melville Ford Bridge, as the "Milton Morris Bridge"**
- 3. Council notifies all relevant parties including the Geographical Names Board of the new name, giving sufficient particulars to enable the name to be identified.**
- 4. Upon completion of the construction of the new bridge, Council installs signage to recognise the naming as "Milton Morris Bridge"**
- 5. Council delegates to the General Manager the authority as required to finalise the process in accordance with the relevant clauses of the Roads Act and Roads Regulation.**

**Moved Cr M Yarrington, Seconded Cr S Halliday**

**CARRIED**

The division resulted in 9 for and 4 against, as follows:

**For:**

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

**Against:**

Cr A Atkinson  
Cr R Barstow  
Cr D Ferris  
Cr B Whiting



**13 Customer and Digital Services**

Nil

**14 People and Performance**

Nil

DRAFT

## 15 Finance

### 15.1 Statement of Investments as at 31 May 2025

FILE NO:	82/2
ATTACHMENTS:	1. Council's Holdings as at 31 May 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 May 2025, Council had investments totaling \$218,807,984 under management.*

*Council's investment portfolio recorded a marked-to-market return of 6.40% per annum versus the bank bill index benchmark return of 4.12% per annum. The actual investment return for the month of May was \$1,156,002 a favourable variance of \$234,201 when compared to the monthly budget forecasts of \$921,801.*

*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 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

## 16 Items for Information

### 16.1 NSW Fire and Rescue Inspection Report

FILE NO:	Lot 10, DP: 808405
ATTACHMENTS:	1. Draft Notice of Intention
RESPONSIBLE OFFICER:	Director City Planning Manager Development & Compliance
AUTHOR:	Coordinator Building & Development
MAITLAND +10	Outcome 14 To have elected leaders that look out for us
COUNCIL OBJECTIVE:	14.3.2 Undertake a range of education and compliance activities to enforce State and Local Government regulations, from road use to companion animals

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#### EXECUTIVE SUMMARY

*A report and recommendations were presented to the elected Council on 11 February 2025. As previously outlined an inspection was undertaken by NSW Fire and Rescue Fire Safety Compliance Unit (NSWFR) at 64-74 New England Highway, Maitland (Lot 10, DP 808405). Notification under the Environmental Planning and Assessment Act 1979 (the Act), Schedule 5, Part, Section 17(2)(b) was required to advise that Council is exercising its powers under Schedule 5, Part 2, of the Act, and an intention to serve a fire safety order is intended to be issued on the premises.*

#### OFFICER'S RECOMMENDATION

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

#### COUNCIL RESOLUTION

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

**Moved Mayor P Penfold, Seconded Cr M Yarrington**

**CARRIED**

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The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

## 16.2 Walka Water Works Project Update

<b>FILE NO:</b>	<b>103/160/2</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Director City Services</b>
<b>AUTHOR:</b>	<b>Manager Capital Works Delivery Project Manager - Delivery</b>
<b>MAITLAND +10</b>	<b>Outcome 4 To be healthy and active with access to local services and facilities</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.3.9 Work in partnership with the State Government to remediate and improve the Walka Water Works Precinct</b>
<b>Previous Items:</b>	<b>13.2 – Walka Water Works Principal Planning Consultant Status Update – Ordinary Council – 12 Dec 2023 5:30 PM</b>

---

### EXECUTIVE SUMMARY

*The Walka Water Works Principal Planning Consultant (PPC), Ramboll Australia, and the subconsultant team have significantly progressed their engagement and are approaching the first stage (Stage 1) of delivery that consists of the draft Plan of Management and five (5) key supporting documents which together will support future works at the Walka Water Works site. The documents delivered by the consultant team as part of stage 1 works are the:*

- Draft Plan of Management*
- Draft Site Masterplan*
- Draft Social Impact Study*
- Draft Concept Plan*
- Draft Conservation Management Plan*
- Draft Heritage Interpretation Plan*

*It is noted while previous correspondence, briefings and communications have informally advised Council and the community of the engagement of Ramboll Australia, this report will formally close out the Council resolution of 12 December 2023 (3. That Council be formally advised of the tender outcome) (report ref 13.2).*

*This report will describe the future works and anticipated delivery programme for works on the site.*

---

**OFFICER'S RECOMMENDATION**

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

**COUNCIL RESOLUTION**

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

**Moved Mayor P Penfold, Seconded Cr B Worth**

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

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### 16.3 ARIC Annual Report, IA Plan & Strategic Work Plan

FILE NO:	81/26
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. ARIC – Annual Report – 2024</li><li>2. IA Plan Ended 30 June 2025 &amp; Strategic Work Plan 2025–2028 (Under Separate Cover)</li></ol>
RESPONSIBLE OFFICER:	Acting Executive Manager People and Performance
AUTHOR:	Acting Manager Enterprise Risk Health and Safety
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

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#### EXECUTIVE SUMMARY

In accordance with the *Guidelines for Risk Management and Internal Audit for Local Government in NSW Nov 2023*, the Audit Risk & Improvement Committee must provide to Council an annual assessment each year, and a strategic assessment each Council term, to ensure that the governing body is fully informed of the Council's performance in relation to matters specified in s428a of the *Local Government Act*.

#### 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 S Halliday, Seconded Cr M Griffin**

**CARRIED**

Cr Don Ferris left the meeting, the time being 8.00 PM

Cr Don Ferris returned to the meeting, the time being 8.02 PM



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The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

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## 16.4 Kezia Road, Oakhampton Planning Proposal

FILE NO:	RZ21004
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Planning
AUTHOR:	Director City Planning
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

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### EXECUTIVE SUMMARY

*This report provides an update on the Kezia Road Planning Proposal that was deferred by the Council at it's meeting of April 15 2025.*

### OFFICER'S RECOMMENDATION

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

### PROCEEDINGS IN BRIEF

A motion was moved.  
(Cr K Jordan / Cr K Flannery)

THAT

Council

1. Speak to the Local Member regarding the Road Transport Strategy Plan.
2. Council request the State Government to listen to Council and the Maitland Community on the traffic concerns.
3. State Government work in partnership with Council to have an infrastructure plan to meet the growth of Maitland.

The motion when put to the meeting was declared carried.

## COUNCIL RESOLUTION

THAT

### Council

1. Speak to the Local Member regarding the road transport strategy plan.
2. Council request the State Government to listen to Council and the Maitland Community on the traffic concerns.
3. State Government work in partnership with Council to have an infrastructure plan to meet the growth of Maitland.

Moved Cr K Jordan, Seconded Cr K Flannery

**CARRIED**

The division resulted in 10 for and 3 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 B Worth

Against:

Cr A Atkinson  
Cr D Ferris  
Cr B Whiting

## 17 Notices of Motion/Rescission

### 17.1 Road Infrastructure for Maitland LGA

#### Notice of Motion Submitted by Cr Mitchell Griffin

**FILE NO:** 35/7/44  
**ATTACHMENTS:** Nil  
**RESPONSIBLE OFFICER:** General Manager

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Cr Mitchell Griffin has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 17 June 2025:

***THAT***

1. *Council launches and promotes a petition to the NSW Parliament calling on the State Government to:*
  - a) *Acknowledge that Maitland is one of the fastest growing LGA's outside of Sydney, and the urgent need for traffic infrastructure for the city to keep up with this growth.*
  - b) *Acknowledges the constant pressure from the State Government on Maitland City Council to keep pushing for more development within the LGA despite the lack of adequate traffic infrastructure.*
  - c) *Note the significant lack of funding to date from the NSW Government for traffic infrastructure within our growth corridors.*
  - d) *Note that many of the current traffic infrastructure bottlenecks occur either on or in between state owned roads.*
  - e) *Calls on the Roads Minister to immediately provide significant road funding to assist with the growth within the Maitland LGA, particularly in areas such as Chisholm/Thornton and Rutherford/Lochinvar.*
2. *Upon receipt of 20,000 signatures, council submits the petition to the NSW Parliament via an MP for debate in Parliament.*

#### PROCEEDINGS IN BRIEF

A motion was moved.  
(Cr M Griffin / Cr S Halliday)

An amendment was moved.  
(Cr W Penfold / Cr B Hackney)

THAT

Council writes to Member for Maitland Minister for Roads and Member for Maitland, the Hon. Jenny Aitchison MP, requesting she brief Councillors within 6 months on opportunities for the NSW State Government to assist with road funding to address the following issues:

- a) Maitland is one of the fastest growing LGA's outside of Sydney, and the urgent need for traffic infrastructure for the city to keep up with this growth.
- b) The constant pressure from the State Government on Maitland City Council to keep pushing for more development within the LGA despite the lack of adequate traffic infrastructure.
- c) The significant lack of funding to date from the NSW Government for traffic infrastructure within our growth corridors.
- d) Many of the current traffic infrastructure bottlenecks occur either on or in between state owned roads.
- e) The urgent need for significant road funding to assist with the growth within the Maitland LGA, particularly in areas such as Chisholm/Thornton and Rutherford/Lochinvar

## COUNCIL RESOLUTION

THAT under Section 17.2 of the Code of Meeting Practice the meeting time be extended by 15 minute to allow the business of the Agenda to be completed.

Moved Mayor P Penfold, Seconded Cr R Barstow

CARRIED

The division resulted in 13 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 B Whiting	
	Cr B Worth	
	Cr M Yarrington	

The amendment was then put.

The division resulted in 13 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 B Whiting	
	Cr B Worth	
	Cr M Yarrington	

The amendment now becomes the motion.

## **COUNCIL RESOLUTION**

### **THAT**

**Council writes to Member for Maitland Minister for Roads and Member for Maitland, the Hon. Jenny Aitchison MP, requesting she brief Councillors within 6 months on opportunities for the NSW State Government to assist with road funding to address the following issues:**

- a) Maitland is one of the fastest growing LGA's outside of Sydney, and the urgent need for road infrastructure for the city to keep up with this growth.**
- b) The constant pressure from the State Government on Maitland City Council to keep pushing for more development within the LGA despite the lack of adequate road infrastructure.**
- c) The significant lack of funding to date from the NSW Government for road infrastructure within our growth corridors.**
- d) Many of the current road infrastructure bottlenecks occur either on or in between state owned roads.**
- e) The urgent need for significant road funding to assist with the growth within the Maitland LGA, particularly in areas such as Chisholm/Thornton and Rutherford/Lochinvar**

**Moved Cr W Penfold, Seconded Cr B Hackney**

**CARRIED**

The division resulted in 13 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 B Whiting  
Cr B Worth  
Cr M Yarrington

Against:

**18 Questions with Notice**

Nil

**19 Urgent Business**

Nil

**20 Committee of the Whole**

**21 Committee of the Whole Recommendations**

**22 Closure**

The meeting was declared closed at 8.37 pm.

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Chairperson