

Ordinary Meeting Minutes

16 September 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 Ross Callaghan from Metford 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 remote attendance of Cr M Griffin be accepted.

Moved Mayor P Penfold, Seconded Cr B Hackney

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	

4 DECLARATIONS OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held 19 August 2025 be confirmed.

Moved Cr R Barstow, 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	

6 BUSINESS ARISING FROM MINUTES

Nil

7 WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS

7.1 Acceptance of Late Items

Item 20.1 Acquisition of Land – Central Maitland

COUNCIL RESOLUTION

THAT Council accept the Late Item 20.1 - Acquisition of Land – Central Maitland to be discussed in Committee of the Whole.

Moved Cr M Yarrington, Seconded Cr K Jordan

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	

8 PUBLIC ACCESS

Mr Richard Bennett representing Hilltop Planners (Applicant) spoke against Item No 11.3 - DA/2024/568 for Rural Industry - Demolition of Existing Structures, Construction of Three Sheds at 41 Cracknell Lane South Maitland.

COUNCIL RESOLUTION

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

Moved Cr B Hackney, 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	

Mr Ben Morgan representing himself spoke against Item No 11.3 - DA/2024/568 for Rural Industry - Demolition of Existing Structures, Construction of Three Sheds at 41 Cracknell Lane South Maitland.

COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Ben Morgan.

Moved Cr D Ferris, 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:

Ms Tiphonie Taylor representing herself spoke for Item No 11.4 - DA/2025/304 Shed at 51 Sparke Street, South Maitland.

Mr Richard Bennett representing himself spoke against Item No 11.5 - Development Application 2024/1104 Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls at 26 Edward Street, Tenambit.

COUNCIL RESOLUTION

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

Moved Cr M Yarrington, Seconded Cr B Hackney

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	

Mr Paul Jayne representing the adjoining lane owners (20,22,24 & 34 Edward Street Tenambit) spoke against Item No 11.5 - Development Application 2024/1104 Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls at 26 Edward Street, Tenambit.

COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Paul Jayne.

Moved Cr M Yarrington, 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	

Mr Brad Dilley representing himself spoke for Item No 11.5 - Development Application 2024/1104 Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls at 26 Edward Street, Tenambit.

COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Brad Dilley.

Moved Cr B Whiting, 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:

9 MAYORAL MINUTE

Nil

10 OFFICE OF THE GENERAL MANAGER

10.1 Election of Deputy Mayor

FILE NO:	35/2 & 35/7
ATTACHMENTS:	1.Election of Mayor and Deputy Mayor by Councillors Fact Sheet 2. Nomination Form Deputy Mayor 2025
RESPONSIBLE OFFICER:	Office Manager General Manager
AUTHOR:	Team Leader OGM
MAITLAND +10	Outcome 4 Achieving together
COUNCIL OBJECTIVE:	4.2.3 Development and growth of our people

EXECUTIVE SUMMARY

At Council Meeting 22 October 2024, Council resolved to elect a Deputy Mayor for a period of 12 months. The purpose of this report is to undertake an election of a Deputy Mayor for the period determined by the Council.

OFFICER'S RECOMMENDATION

THAT

1. Council determine whether or not it will elect a Deputy Mayor and, if so, for what term;
2. Should Council resolve to elect a Deputy Mayor, Council:
 - a) Conduct an election of Deputy Mayor in accordance with the *Local Government (General) Regulation 2021* Schedule 7;
 - b) Determine whether the election of Deputy Mayor is to proceed by way of:
 - i. Preferential ballot;
 - ii. Ordinary ballot; or
 - iii. Open voting
 - c) Determine any fee payable to the Deputy Mayor for such time as the Deputy Mayor acts in the office of the Mayor, noting that the amount of the fee so paid must be deducted from the Mayor's annual fee.
3. The Deputy Mayor chains be engraved with the new Deputy Mayors name.

PROCEEDINGS IN BRIEF

A motion was moved.

(Mayor P Penfold, Cr B Hackney)

THAT

1. Council thank Cr Bill Hackney for his term as Deputy Mayor and for his support in representing the Mayor, at times, during the past year;
2. Council elect a Deputy Mayor for the coming 12 months;
3. Council conduct an election of Deputy Mayor in accordance with the Local Government (General) Regulation 2021 Schedule 7 via open voting.
4. Council pay a fee to the deputy mayor of \$5,000 for this period, noting that the amount of the fee so paid must be deducted from the Mayor's annual fee.
5. The Deputy Mayor chains be engraved with the new Deputy Mayor's name.

The motion when put to Council was declared carried.

COUNCIL RESOLUTION

THAT

1. Council thank Cr Bill Hackney for his term as Deputy Mayor and for his support in representing the Mayor, at times, during the past year;
2. Council elect a Deputy Mayor for the coming 12 months;
3. Council conduct an election of Deputy Mayor in accordance with the Local Government (General) Regulation 2021 Schedule 7 via open voting.
4. Council pay a fee to the deputy mayor of \$5,000 for this period, noting that the amount of the fee so paid must be deducted from the Mayor's annual fee.
5. The Deputy Mayor chains be engraved with the new Deputy Mayor's name.

Moved Mayor P Penfold, Seconded Cr B Hackney

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 Mayor then called on General Manager Jeff Smith as Returning Officer to conduct the election.

Nominations received for:

Cr M Yarrington seconded by Cr M Griffin & Mayor P Penfold

Cr B Whiting seconded by Cr A Atkinson & Cr R Barstow

Voting will be by show of hands; each Councillor is entitled to vote for only one candidate in each round of voting.

Candidate drawn first in ballot is Cr M Yarrington, second is Cr B Whiting.

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

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

Cr M Yarrington elected as Deputy Mayor for a period of 12 months.

10.2 Councillor Facilities and Expenses Report

FILE NO:	35/36/10
ATTACHMENTS:	1.Councillor Expenses Report 1 January 2025 to 30 June 2025
RESPONSIBLE OFFICER:	Office Manager General Manager
AUTHOR:	Team Leader OGM Executive Assistant
MAITLAND +10	Outcome 4 Achieving together
COUNCIL OBJECTIVE:	4.2.3 Development and growth of our people

EXECUTIVE SUMMARY

Council's current Councillor Expenses and Facilities Policy establishes the framework under which the reasonable and appropriate reimbursement of expenses and the provision of facilities to councillors to support them undertake their civic duties is administered. In this policy Council is to report on the provisions as required in the Act and Regulations.

OFFICER'S RECOMMENDATION

THAT

1. The information contained in the report be noted.

COUNCIL RESOLUTION

THAT

1. The information contained in the report be noted.

Moved Cr D Ferris, 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:

DRAFT

10.3 Final Council Meeting Date 2025

FILE NO:	35/7
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Office Manager General Manager
AUTHOR:	Team Leader OGM
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

EXECUTIVE SUMMARY

The Local Government Act 1993 stipulates that Councils must meet at least ten (10) times each year, each time in a different month.

Maitland City Council, under its Code of Meeting Practice, requires a meeting to be held on the third Tuesday of each month. Clause 2.1 of the Code of Meeting Practice states that the meeting in December be determined annually by resolution of council, and on a date in January determined by the General Manager, if deemed necessary.

This report recommends the date for the December meeting to be the second Tuesday of the month, Tuesday 9 December 2025. The first meeting of the new year is planned for the fourth Tuesday 27 January 2026.

If there is an emergency that needs to be discussed during this period, Council has the option to call an Extraordinary meeting to determine any issues

OFFICER'S RECOMMENDATION

THAT

1. The December meeting be held on Tuesday, 9 December 2025.
2. The January meeting be held on Tuesday, 27 January 2026.

COUNCIL RESOLUTION

THAT

1. The December meeting be held on Tuesday, 9 December 2025.
2. The January meeting be held on Tuesday, 27 January 2026.

Moved Mayor P Penfold, 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:

DRAFT

11 CITY PLANNING

11.1 Adoption of Draft Development Control Plan – Mount Vincent Urban Release Area (Lot 141 Dp1225076, 62 Mount Vincent Road East Maitland and Lot 6 DP855275, 6 Wilton Drive East Maitland)

FILE NO:	103/190
ATTACHMENTS:	1.Draft Mount Vincent Road URA DCP for Adoption (Under Separate Cover) 2. Submission
RESPONSIBLE OFFICER:	Acting Director City Planning Manager Strategic Planning Coordinator City Planning
AUTHOR:	Senior Strategic Planner
PROPONENT:	Hunter Land Pty Ltd
LAND-OWNER:	Keith James Wilton and Jennifer Amie Blais
ZONE:	R1 General Residential, C3 Environmental Conservation
PROPOSAL:	Adoption of the Mount Vincent Urban Release Area DCP

EXECUTIVE SUMMARY

On 18 March 2025, Council resolved to place the draft Development Control Plan (DCP) for the Mount Vincent Road Urban Release Area (URA) at 62 Mount Vincent Road and 6 Wilton Drive, East Maitland on public exhibition. The draft DCP was exhibited from 31 March 2025 until 28 April 2025. During the exhibition period, one (1) submission was received.

The site is currently zoned as part R1 General Residential and part C3 Environmental Management with the R1 portion mapped as an Urban Release Area under the Maitland Local Environmental Plan 2011 (MLEP 2011). Part 6 of MLEP 2011 ensures that development on land in an Urban Release Area occurs in a logical and cost-effective manner. Clause 6.3 applies to the subject land and requires a Development Control Plan (DCP) to be prepared and endorsed by Council prior to any subdivision of the land.

The purpose of this report is to inform Council of the outcomes of public exhibition and recommend to Council that the final draft DCP be adopted.

OFFICER'S RECOMMENDATION

THAT

1. The draft Mount Vincent Road Urban Release Area Development Control Plan in Attachment 1 be adopted as an amendment to the Maitland City-wide Development Control Plan 2011.
2. Public notice be given in Council's website within 28 days of the decision being made.
3. Notification of Council's decision be provided to those who made a submission.

COUNCIL RESOLUTION

THAT

1. The draft Mount Vincent Road Urban Release Area Development Control Plan in Attachment 1 be adopted as an amendment to the Maitland City-wide Development Control Plan 2011.
2. Public notice be given in Council's website within 28 days of the decision being made.
3. Notification of Council's decision be provided to those who made a submission.

Moved Cr K Jordan, Seconded Cr M Yarrington

CARRIED

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

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

11.2 Adoption of Draft Economic Development Strategy 2025-2035

FILE NO:	103/75
ATTACHMENTS:	1. Final Economic Development Strategy 2025–2035 (Under Separate Cover) 2. Submission Assessment Draft Economic Development Strategy 2025–2035 (EDS)
RESPONSIBLE OFFICER:	Acting Director City Planning Manager Strategic Planning
AUTHOR:	Senior Visitor Economy Officer
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.1.1 Investment attraction
Previous Items:	11.2 – Exhibition of the Draft Economic Development Strategy – Ordinary Council – 20 May 2025 5:30 PM 10.1 – Future Maitland Engagement Summary Report – Ordinary Council – 22 Nov 2022 (Policy & Finance)

EXECUTIVE SUMMARY

The 2022-2026 Delivery Program included an action to implement a new approach to economic development. Prepared internally, the Economic Development Strategy reflects and responds to community wellbeing and economic priorities, and supports Maitland's recently adopted Community Strategic Plan.

In accordance with the Council resolution of 20 May 2025, the draft Economic Development Strategy was placed on public exhibition for a period of 38 days from 23 May to 30 June 2025. Sixteen submissions were received, resulting in a number of updates and amendments to improve the draft strategy. Overall, a high level of support was outlined in the submissions, which included nine letters of support secured from key stakeholders.

It is recommended that Council formally adopt the updated Economic Development Strategy 2025-2035 (Attachment 1), and notify those who made a submission of the outcome.

OFFICER'S RECOMMENDATION

THAT

- Council adopts the draft Economic Development Strategy 2025-2035 in Attachment 1.**
- Notification of the outcome is provided to those who made a submission.**

COUNCIL RESOLUTION

THAT

- 1. Council adopts the draft Economic Development Strategy 2025–2035 in Attachment 1.**
- 2. Notification of the outcome is provided to those who made a submission.**

Moved Cr S Halliday, 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:

11.3 DA/2024/568 for Rural Industry - Demolition of Existing Structures, Construction of Three Sheds at 41 Cracknell Lane South Maitland

FILE NO:	DA/2024/568
ATTACHMENTS:	1. Locality Plan 2. Development Plans 3. Assessment Report (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services Coordinator Planning & Development Principal Planner
AUTHOR:	Senior Development Planner
APPLICANT:	Hill Top Planners Pty Ltd
OWNER:	Benjamin Ross Morgan and Kristy Lee Morgan
PROPOSAL:	Rural Industry – demolition of existing structures and construction of three sheds
LOCATION:	41 Cracknell Lane, South Maitland 2320 (Lot 16 DP 701499 and Lot 17 DP 701499)
ZONE:	RU1 Primary Production Zone

EXECUTIVE SUMMARY

*A Development Application (DA/2024/568) has been lodged seeking consent for a Rural Industry with demolition of existing structures and construction of three sheds at 41 Cracknell Lane, South Maitland (refer to **Attachment 1** for the Locality Plan and **Attachment 2** for the Plans).*

The subject site is zoned RU1 Primary Production under the Maitland Local Environmental Plan (MLEP) 2011. Rural Industries are permitted in the zone with consent in the RU1 zone.

The application is being reported to Council for determination due to Councillor Jordan with the support of Mayor Penfold and Councillor Penfold calling up the Development Application.

The application was publicly notified for a period of 14 days from 29 July to 12 August 2024 in accordance with the Environmental Planning and Assessment (EP&A) Act 1979 and Community Participation Plan (CPP). One submission of objection was received during the exhibition period. The issues raised in the submission relate to the inconsistency with the zoning, character of the area, tree removal, noise impacts and the scale of the development. The concerns raised by the objector are discussed in further detail in the body of this report.

The site is not considered suitable for the proposed development, as it lacks an adequate stormwater management system and relies on a local road network that does not have the

capacity to support the additional demand. The proposal also raises concerns regarding noise impacts and filling in flood-prone land, both of which have not been properly addressed within the submitted documentation. Given the broader issues with the proposal, it is not considered appropriate to request further information. The development is likely to place an unreasonable burden on the road network and adversely impact surrounding properties.

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

OFFICER'S RECOMMENDATION

THAT

- 1. DA/2024/568 for Rural Industry – Demolition of one existing structure and construction of three sheds at 41 Cracknell Lane, South Maitland is refused for the reasons provided in Attachment 4 of this report.**

PROCEEDINGS IN BRIEF

A motion was moved.
(Cr K Jordan, Cr R Barstow)

THAT

1. Defer consideration of DA/2024/568 for Rural Industry at 41 Cracknell Lane, South Maitland to allow the applicant the opportunity to address the issues identified within the reasons for refusal contained within Attachment 4 of this report;
2. Request that the applicant provide revised documentation and or additional information to resolve the identified issues within 2 months from the date of this Council Meeting;
3. Council staff report back no later than the December 2025 Ordinary Meeting of Council with an updated assessment and recommendation based on any revised documentation received.

COUNCIL RESOLUTION**THAT**

1. **Defer consideration of DA/2024/568 for Rural Industry at 41 Cracknell Lane, South Maitland to allow the applicant the opportunity to address the issues identified within the reasons for refusal contained within Attachment 4 of this report;**
2. **Request that the applicant provide revised documentation and or additional information to resolve the identified issues within 2 months from the date of this Council Meeting;**
3. **Council staff report back no later than the December 2025 Ordinary Meeting of Council with an updated assessment and recommendation based on any revised documentation received.**

Moved Cr K Jordan, 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 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	

11.4 DA/2025/304 Shed at 51 Sparke Street, South Maitland

FILE NO: DA/2025/304

ATTACHMENTS:

1. Locality Plan
2. Architectural Plans
3. Assessment Report (Under Separate Cover)
4. Schedule of Conditions

RESPONSIBLE OFFICER: Director City Services
Coordinator Planning & Development
Principal Planner

AUTHOR: Assistant Development Planner

APPLICANT: The Shed Company

OWNER: Tiphonie Parnell Taylor

PROPOSAL: Shed

LOCATION: 51 Sparke Street, South Maitland

ZONE: RU1 Primary Production

EXECUTIVE SUMMARY

*A Development Application (DA/2025/304) has been received seeking consent for a Shed at 51 Sparke Street, South Maitland (Locality Plan can be viewed in **Attachment 1** and Development Plans in **Attachment 2**).*

The application is being reported to Council for determination due to Councillor Jordan with the support of Mayor Penfold and Councillor Penfold calling up the Development Application.

The development is located within the Central Maitland Heritage Conservation Area (HCA) and is zoned RU1 Primary Production under the Maitland Local Environmental Plan (MLEP) 2011.

The proposed development in its current form, and as supported by a Heritage Impact Statement (HIS), is considered to be an unsuitable design for the site and HCA. However, through the imposition of appropriate conditions of consent requiring design amendments to the siting, height and colours of the shed, the proposal can be made satisfactory and not unreasonably impact upon the HCA and surrounding built environment.

*The application has been assessed against the relevant heads of consideration under Section 4.15(1) of the Environmental Planning and Assessment (EP&A) Act, 1979 (refer to **Attachment 3** Assessment Report) and is recommended for approval subject to conditions of consent (refer to **Attachment 4**).*

OFFICER'S RECOMMENDATION**THAT**

1. **DA/2025/304 for a Shed at 51 & 62 Sparke Street, South Maitland be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**

PROCEEDINGS IN BRIEF

A motion was moved.
(Cr W Penfold, Cr K Jordan)

THAT

1. DA/2025/304 for a Shed at 51 & 62 Sparke Street, South Maitland be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.
2. Amend Condition 3 as follows:
 - a. The proposed shed shall be setback to be 1m off the rear boundary, with no vehicular access to the shed via Therry Street is permitted.
 - b. The wall height to the eaves of the proposed shed shall be reduced to 3m.
 - c. Deleted

COUNCIL RESOLUTION**THAT**

1. **DA/2025/304 for a Shed at 51 & 62 Sparke Street, South Maitland be approved subject to the recommended schedule of conditions provided in Attachment 4 of this report.**
2. **Amend Condition 3 as follows:**
 - a. **The proposed shed shall be setback to be 1m off the rear boundary, with no vehicular access to the shed via Therry Street is permitted.**
 - b. **The wall height to the eaves of the proposed shed shall be reduced to 3m.**
 - c. **Deleted**

Moved Cr W 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 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	

11.5 Development Application 2024/1104 Alterations To Dwelling, Garage, Carport, Swimming Pool & Retaining Walls at 26 Edward Street, Tenambit

FILE NO:	DA/2024/1104
ATTACHMENTS:	1. Locality Plan 2. Development Plans (Under Separate Cover) 3. Assessment Report (Under Separate Cover) 4. Schedule of Conditions 5. Submissions
RESPONSIBLE OFFICER:	Acting Director City Planning Coordinator Planning & Development Coordinator Building & Development
AUTHOR:	Senior Health & Building Surveyor
APPLICANT:	Your Home Designs Pty Ltd
OWNER:	Brad and Louise Dilley
PROPOSAL:	Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls
LOCATION:	26 Edward Street, TENAMBIT
ZONE:	RI General Residential

EXECUTIVE SUMMARY

*A development application (DA/2024/1104) has been received seeking consent for Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls
Attachment 1.*

The application is reported to Council, as five (5) 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 6 June 2025 to 20 June 2025. Five (5) submissions were received during the exhibition period. The concerns raised by the objectors in respect to the proposed development include stormwater drainage and management, privacy, overshadowing, retaining wall height, finish ground level.

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

Given the context of the site and positioning of the existing dwelling along the Edward Street frontage, the proposal allows the retention of the primary front and rear yards associated with the existing dwelling. This presents a design capable of complying with the surrounding context, bulk, height, scale, and siting.

The proposed development is considered satisfactory, with negligible impact on the neighbouring properties and is considered appropriate in the R1 zoning and residential context. As such, the application is recommended for approval.

OFFICER'S RECOMMENDATION

THAT

1. DA/2024/1104 for Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls be approved subject to the conditions of Attachment 4 of this report.

COUNCIL RESOLUTION

THAT

1. DA/2024/1104 for Alterations to Dwelling, Garage, Carport, Swimming Pool & Retaining Walls be approved subject to the conditions of Attachment 4 of this report.

Moved Cr K Jordan, Seconded Cr D Ferris

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:	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	

11.6 Approval of Works In Kind Agreement – Construction of Shared Pathway, Thornton North – NHP Chisholm MR93 Pty Ltd

FILE NO:	103/41/74
ATTACHMENTS:	1.Draft Works In Kind Agreement (Under Separate Cover)
RESPONSIBLE OFFICER:	Acting Director City Planning Manager Strategic Planning Coordinator City Planning
AUTHOR:	Development Contributions Officer
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.1.2 Connected living

EXECUTIVE SUMMARY

Council has received an application from NHP Chisholm MR93 Pty Ltd to enter into a Works in Kind Agreement for the construction of a shared pathway. This pathway forms part of an item listed in the works schedule of the Thornton North Development Contributions Plan.

The draft Agreement has been prepared in consultation with the Developer and Council's legal representatives, and is now presented for Council's consideration, with a recommendation for approval.

OFFICER'S RECOMMENDATION

THAT

1. The draft Works in Kind Agreement as presented in Attachment 1 to this report be approved.
2. The General Manager be given delegated authority to execute the Agreement.

COUNCIL RESOLUTION

THAT

1. The draft Works in Kind Agreement as presented in Attachment 1 to this report be approved.
2. The General Manager be given delegated authority to execute the Agreement.

Moved Cr B Hackney, Seconded Cr R Barstow

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:

DRAFT

11.7 Approval of Works In Kind Agreement – Construction of Stormwater Culvert and Median, Springfield Drive, Lochinvar
Applicant – Lochinvar Ridge Estate PTY LTD Land Owners – E J Aird and Lochinvar Ridge Estate PTY LTD

FILE NO:	103/41/69
ATTACHMENTS:	1.Draft Works In Kind Agreement (Under Seperate Cover)
RESPONSIBLE OFFICER:	Acting Director City Planning Manager Strategic Planning Coordinator City Planning
AUTHOR:	Development Contributions Officer
MAITLAND +10	Outcome 1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.3 Safe and efficient road networks

EXECUTIVE SUMMARY

Council has received an application from Urban Land & Housing Pty Ltd (trading as Lochinvar Ridge Estate Pty Ltd) to enter into a Works in Kind Agreement. The Agreement proposes the partial construction of a road and stormwater basin identified in the Work Schedules of the Lochinvar Development Contributions Plan.

The draft Agreement has been prepared in consultation with the Developer and Council's legal representatives and is presented for Council's consideration with a recommendation for approval.

OFFICER'S RECOMMENDATION

THAT

- 1. The draft Works in Kind Agreement as presented in Attachment 1 to this report be approved.**
- 2. The General Manager be given delegated authority to execute the Agreement.**

COUNCIL RESOLUTION

THAT

- 1. The draft Works in Kind Agreement as presented in Attachment 1 to this report be approved.**
- 2. The General Manager be given delegated authority to execute the Agreement.**

Moved Cr D Ferris, Seconded Cr W Penfold

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:

11.8 Management of Feral and/or Infant Animals Policy Review

FILE NO:	106/2
ATTACHMENTS:	1. Management of Feral and or Infant Animals Policy 2020 2. Draft Feral and or Infant Animals Policy
RESPONSIBLE OFFICER:	Acting Director City Planning Manager Environment & Sustainability Team Leader Compliance
AUTHOR:	Team Leader Ranger Services
MAITLAND +10	Outcome 2 Sustainable Maitland
COUNCIL OBJECTIVE:	2.1.2 Natural spaces

EXECUTIVE SUMMARY

This report has been prepared to provide for the review of Council's Management of Feral and/or Infant Animals Policy in accordance with amendments to the Companion Animals Act 1998. This policy identifies the criteria for when/how an animal is assessed to be feral and/or infant and the applicable actions to be taken by Maitland City Council.

The review does not change the intention of the policy as adopted in February 2020 and primarily provides for updates due to amendments to the Companion Animals Act.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses the revised Management of Feral and/or Infant Animals Policy (Attachment 2) to be placed on public exhibition for a period of twenty-eight (28) days.
2. Should there be no submissions of objection:
 - a. Council adopts the draft revised Management of Feral and/or Infant Animals 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 revised Management of Feral and/or Infant Animals Policy (Attachment 2) to be placed on public exhibition for a period of twenty-eight (28) days.
2. Should there be no submissions of objection:
 - a. Council adopts the draft revised Management of Feral and/or Infant Animals 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 K Flannery, 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:

12 CITY SERVICES

12.1 Maitland Healthstays Development Application - Maitland City Council Contribution to Application Fees

FILE NO:	10/5/18
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Acting Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Asset Management Coordinator Community & Recreation Planning
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.3.2 Advocacy and partnerships

EXECUTIVE SUMMARY

At the 15 July 2025 Council meeting, Council resolved to fund up to \$6,000 to cover the costs of the Planning Reform Fee and Archiving Fee. Due to the overall cost of the development being higher than initially expected, the associated NSW Government Planning Reform Fee has now been determined to total \$8,086. Council would need to fund the additional \$2,086 or the applicant would be required to fund the additional amount.

OFFICER'S RECOMMENDATION

THAT

1. Council fund a total of \$8,086.00 to cover the NSW Government Planning Reform Fee and Archiving Fee for the Maitland Healthstays Project on Turton Street East Maitland relating to DA/2025/722. It is noted that should this not be approved the applicant would need to fund the difference.
2. All funding will be sourced from the Community Projects Materials budget, not the Community Grants Program budget, as previously resolved.

COUNCIL RESOLUTION

THAT

1. Council fund a total of \$8,086.00 to cover the NSW Government Planning Reform Fee and Archiving Fee for the Maitland Healthstays Project on Turton Street East Maitland relating to DA/2025/722. It is noted that should this not be approved the applicant would need to fund the difference.
2. All funding will be sourced from the Community Projects Materials budget, not the Community Grants Program budget, as previously resolved.

Moved Mayor P Penfold, 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:

12.2 Maitland Park Sports & Recreation Committee and Maitland Sport and Recreation Advisory Board Future use of Former Committee Funds.

FILE NO:	35/7/8
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Acting Director City Services
AUTHOR:	Coordinator Major Venues & Facilities
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.3.1 Community connections

EXECUTIVE SUMMARY

At the Council Meeting on 20 May 2025, the Council endorsed the Committee Review Update report, which included recommendations for a new Committee Structure previously presented on 18 March 2025. As part of this new structure, several Committees are being dissolved. Two of these committees currently hold funds in their operating accounts, which now need to be transferred to Council. This report provides background information and outlines recommendations for how these funds should be allocated to community projects.

OFFICER'S RECOMMENDATION

THAT

1. The Maitland Park Sports & Recreation Committee funds be transferred to Council for the installation of water fountains around Maitland Park and the installation of memorial plaques for two committee members.
2. The Maitland Sport and Recreation Advisory Board funds be transferred to Council and included in the Sports & Arts High Achievers Grant funding program.
3. Council acknowledges the dedication and hard work of the above committees and community volunteers.

COUNCIL RESOLUTION

THAT

1. The Maitland Park Sports & Recreation Committee funds be transferred to Council for the installation of water fountains around Maitland Park and the installation of memorial plaques for two committee members.
2. The Maitland Sport and Recreation Advisory Board funds be transferred to Council and included in the Sports & Arts High Achievers Grant funding program.
3. Council acknowledges the dedication and hard work of the above committees and community volunteers.

Moved Cr S Halliday, 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:

12.3 Local Traffic Committee Meeting Minutes (August 2025)

FILE NO:	140/5
ATTACHMENTS:	1.LTC Minutes – 7 August 2025 (Under Separate Cover) 2. Item 5.1 – 2025 Riverlights Multicultural Festival – Event Traffic Management
RESPONSIBLE OFFICER:	Acting Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Transport & Infrastructure Engineering
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.1 Efficient and sustainable movement

EXECUTIVE SUMMARY

The minutes of Maitland City Council's Local Traffic Committee meeting held on Thursday 7 August 2025 are attached for information. At this meeting, temporary road closure applications were considered for one (1) event. Council resolution is required to implement the temporary road closure associated with the management of the event.

On 28 July 2025, Council was informed of changes to the LTC Authorisation and Delegation Instrument. The LTC will be now known as the Local Transport Forum (LTF).

OFFICER'S RECOMMENDATION

THAT

1. The Local Traffic Committee meeting minutes of 7 August 2025 be noted.
2. The road closures for the following event as recommended in the attached report be approved:
 - a. 2025 Riverlights Multicultural Festival – Event Traffic Management

COUNCIL RESOLUTION

THAT

1. The Local Traffic Committee meeting minutes of 7 August 2025 be noted.
2. The road closures for the following event as recommended in the attached report be approved:
 - a. 2025 Riverlights Multicultural Festival – Event Traffic Management

Moved Cr W Penfold, Seconded Cr D Ferris

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 Maitland Rugby Club Partnership Works

FILE NO:	35/33/21/4
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Acting Director City Services
AUTHOR:	Acting Manager Community & Recreation
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.1.1 Quality open space network

EXECUTIVE SUMMARY

Maitland Rugby Union Club located on Glenarvon Road, Lorn provides the only rugby union facilities within Maitland Local Government Area (LGA). The club has over 700 registered players and is privately operated and managed by volunteers. Council is currently considering partnership arrangements for similar community organisations that provide similar community facilities that Council does not provide through the proposed Community Partnership Program. Based on the seasonal window of the activities required for the partnership with Maitland Rugby Club, a partnership arrangement is necessary to ensure that the works can be completed during the peak growing season.

OFFICER'S RECOMMENDATION

THAT

1. Council enter into a partnership agreement with Maitland Rugby Club from September 2025 to December 2025 (inclusive)
2. For the partnership period, Council contribute \$7,178 of works in kind.
3. The works in kind will be completed within current budget allocations
4. Council acknowledge that it intends to work with Maitland Rugby Club in the Community Partnership Program

COUNCIL RESOLUTION

THAT

1. Council enter into a partnership agreement with Maitland Rugby Club from September 2025 to December 2025 (inclusive)
2. For the partnership period, Council contribute \$7,178 of works in kind.
3. The works in kind will be completed within current budget allocations
4. Council acknowledge that it intends to work with Maitland Rugby Club in the Community Partnership Program

Moved Mayor P Penfold, 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:

13 CUSTOMER AND DIGITAL SERVICES

Nil

14 PEOPLE AND PERFORMANCE

Nil

DRAFT

15 FINANCE

15.1 Statement Of Investments as at 31 August 2025

FILE NO:	82/2
ATTACHMENTS:	1.Council's Holdings as at 31 August 2025
RESPONSIBLE OFFICER:	Executive Manager Finance Manager Financial Reporting
AUTHOR:	Financial Accountant
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

EXECUTIVE SUMMARY

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

As at the end of August 2025, Council had investments totaling \$237,829,733 under management.

Council's investment portfolio recorded a marked-to-market return of 5.17% per annum versus the bank bill index benchmark return of 3.84% per annum. The actual investment return for the month of August was \$984,503, a favourable variance of \$129,994 when compared to the monthly budget forecasts of \$854,509.

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 K Flannery

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

Nil

DRAFT

17 NOTICES OF MOTION/RESCISSION

17.1 Digital Rates and Charges Payment Portal

Notice of Motion Submitted by Cr Race Barstow

FILE NO: 1
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 16 September 2025:

THAT

Council:

1. Recognises the importance of transparency and accessibility in the management of rates for residents.
2. Supports the fast-tracking of a modernised digital self-service portal enabling ratepayers to:
 - view balances and history of payments in real time, including items relating to infringement notices or other debts to council;
 - access transparent explanations of rate calculations;
 - set up and self-manage flexible payment arrangements; and
 - access information on hardship supports
3. Requests the General Manager provide a report to Council by the last meeting of this calendar year, outlining options, indicative costs, and an implementation timeline.
4. Sets the expectation that the platform be planned and delivered to ensure roll-out ahead of issuing of rates notices in 2026.

Further Information

Council is operating in an environment of rising cost-of-living pressures, where residents increasingly expect transparency and ease of access in managing household bills. Rates are a significant expense for many households, and greater clarity on how they are calculated combined with the ability to self-manage payments, can reduce financial stress and improve engagement with Council. A modern digital portal would also streamline debt management by enabling early intervention, flexible payment options, and better access to hardship support. This initiative not only reflects best practice in customer service but will also assist Council in reducing arrears, improving efficiency and strengthening community trust.

COUNCIL RESOLUTION**THAT****Council:**

- 1. Recognises the importance of transparency and accessibility in the management of rates for residents.**
- 2. Supports the fast-tracking of a modernised digital self-service portal enabling ratepayers to:**
 - **view balances and history of payments in real time, including items relating to infringement notices or other debts to council;**
 - **access transparent explanations of rate calculations;**
 - **set up and self-manage flexible payment arrangements; and**
 - **access information on hardship supports**
- 3. Requests the General Manager provide a report to Council by the last meeting of this calendar year, outlining options, indicative costs, and an implementation timeline.**
- 4. Sets the expectation that the platform be planned and delivered to ensure roll-out ahead of issuing of rates notices in 2026.**

Moved Cr R Barstow, Seconded Cr A Atkinson**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:

17.2 The Levee Central Maitland 10 Year Review

Notice of Motion Submitted by Cr Mitchell Griffin

FILE NO: 103/4/24
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 16 September 2025:

THAT

- 1. Council notes that October 15, 2025, will mark ten years since the completion of The Levee Central Maitland and reopening of the mall to traffic.***
- 2. Given we have now reached the 10th anniversary, Council request a briefing from staff in the next 6 months as well as a report to Council on what has worked, what could be improved, a cost verse benefit analysis and the extent to which the originally desired outcomes have or have not been achieved.***

Further Information

In October 2025 the Levee Central Maitland will mark ten years since its completion and reopening to traffic. Given the time frame, it is prudent to undertake a review of The Levee to assess the success of the work undertaken ten years ago. This includes whether there has been the expected benefit for cost incurred by the rate payer, and review of what has and has not worked.

By undertaking a review it will allow council to plan for the future of The Levee, whilst also identifying areas which are working and need to continue.

PROCEEDINGS IN BRIEF

A motion was moved being the original Notice of Motion
(Cr M Griffin / Cr S Halliday)

Cr Atkinson moved an amendment:

THAT

- 1. Council notes that October 15, 2025, will mark ten years since the completion of The Levee Central Maitland and reopening of the mall to traffic.**

2. Acknowledging the 10th anniversary, Council request a briefing from staff in the next 6 months as well as a report to Council outlining:
- What has worked
 - What could be improved
 - Identify current barriers and opportunities for businesses and community
 - Assess how the precinct can best support Maitland's economy and community over the next decade

(Cr A Atkinson, Cr D Ferris)

The amendment when put to the meeting was declared lost.

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

For:

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

Against:

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 original motion was then put to the meeting and declared carried.

COUNCIL RESOLUTION

THAT

1. ***Council notes that October 15, 2025, will mark ten years since the completion of The Levee Central Maitland and reopening of the mall to traffic.***
2. ***Given we have now reached the 10th anniversary, Council request a briefing from staff in the next 6 months as well as a report to Council on what has worked, what could be improved, a cost verse benefit analysis and the extent to which the originally desired outcomes have or have not been achieved.***

Moved Cr M Griffin, Seconded Cr S Halliday

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

DRAFT

17.3 "Youth Forum" in 2026

Notice of Motion Submitted by Cr Ben Worth

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

Cr Ben Worth has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 16 September 2025:

THAT

- 1 That Maitland City Council undertakes required planning and establishes as working party to develop and host a "Youth Forum" in 2026.**
- 2 The purpose of the "Youth Forum" is to:**
 - A Provide an opportunity for youth to interact and engage with Council and other stakeholder groups**
 - b Provide feedback to support Council in developing the Youth supporting plan of the adopted Social Strategy and**
 - c Provide feedback that Council can use when planning future operational plan actions and capital works program planning**
- 3 Council chooses from amongst themselves, a Councillor to lead a working party and the proposed Youth Forum**
- 4 In developing the format for the Youth forum, Council should engage with relevant stakeholder groups which includes but is not limited to:**
 - relevant state agencies,**
 - local youth groups,**
 - Non-government agencies,**
 - Local High schools and**
 - University of Newcastle**
- 5 Subsequent to the hosting of the forum in 2026, a report be provided to Council on next steps**

PROCEEDINGS IN BRIEF

A motion was moved being the submitted Notice of Motion.
(Cr B Worth / Cr S Halliday)

Cr S Halliday requested to amend point 3 with the following:
Councillor B Worth to lead the working party and the proposed Youth Forum

Cr B Worth accepted this amendment.

The motion when put to the meeting was declared carried

COUNCIL RESOLUTION

THAT

- 1 That Maitland City Council undertakes required planning and establishes as working party to develop and host a “Youth Forum” in 2026.
- 2 The purpose of the “Youth Forum” is to:
 - a) Provide an opportunity for youth to interact and engage with Council and other stakeholder groups
 - b) Provide feedback to support Council in developing the Youth supporting plan of the adopted Social Strategy and
 - c) Provide feedback that Council can use when planning future operational plan actions and capital works program planning
- 3 Council support Cr B Worth to lead the working party and the proposed Youth Forum
- 4 In developing the format for the Youth forum, Council should engage with relevant stakeholder groups which includes but is not limited to:
 - relevant state agencies,
 - local youth groups,
 - Non-government agencies,
 - Local High schools and
 - University of Newcastle
- 5 Subsequent to the hosting of the forum in 2026, a report be provided to Council on next steps

Moved Cr B Worth, 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:

DRAFT

18 QUESTIONS WITH NOTICE

18.1 Library Attendance and Utilisation

Submitted by Cr Race Barstow

FILE NO: 35/4/48
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Race Barstow has asked the following Question With Notice for the Council Meeting being held on Tuesday 16 September 2025:

Could Council provide a breakdown of total usage of Maitland's libraries over the past 12 months, including both physical visitation and remote/online utilisation (such as digital loans, e-resources, and online programs).

RESPONSE PROVIDED BY ACTING DIRECTOR CITY SERVICES

Total in-person visits

	2024-2025
Visits	194,750*
Loans	379,356
Members	27,741
Programs Held	897
Program Participants	14,239

* Physical visits have been impacted by branch closures due to maintenance requirements associated with weather events during 2024-2025.

Loans Breakdown

	2024-2025
Physical	276,599
E-loans (resources)	102,757
TOTAL	379,356

Demonstrated growth in e-loans from 2023-24 year of 20% which is a continuing trend.

Online engagement - Library Websites, Library App, Databases, Social Media, eNewsletter

	2024-2025
Library Websites (Library & Collections Maitland - visits)	175,056
Library App (sessions)	49,542
Library Databases (information searches)	30,391
Facebook (Reach)	309,986
Library Newsletter (Issues)	55
Library Newsletter (Subscribers)	10,295

Maitland libraries online engagement has been relatively static across our websites and eNewsletter subscribers. There has been a 27% increase in Library App usage, as more customers seek a seamless app experience to engage with library content and resources.

Family history databases

	2024-2025
Ancestry (Library edition - searches)	24,683
Find My Past (searches)	4284

Our family history database resources, Ancestry and Find My Past, have grown substantially during the period. In 2025-2026, we have provided access to the British Library Newspapers database, as another resource to support family history research.

Online public access - Internet & Wi-Fi at library sites

	2024-2025
Public access PC's (computer sessions)	19,478
Public access PC's (hours used)	11,485
Public Wi-Fi (sessions)	13,031
Wi-Fi (hours used)	39,735

18.2 Carbon Banks

Submitted by Cr Mitchell Griffin

FILE NO: 1
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Mitchell Griffin has asked the following Question With Notice for the Council Meeting being held on 16th September 2025:

In March 2023 Council resolved to investigate council owned land which can be utilised as carbon banking. The purpose of this was to get developers to invest in carbon banking offset within the Maitland LGA instead of investing elsewhere within the state for development undertaken in Maitland.

Can council officers advise how many sites have been identified to date, and subsequently how many trees to date have been planted as a direct result of the March 2023 resolution?

RESPONSE PROVIDED BY DIRECTOR CITY PLANNING

As a result of the Council's March 2023 resolution, which recognises the environmental and community benefits of retaining investment within the Maitland LGA, actions within the Environmental Sustainability Strategy and the current DPOP have been developed to guide work on how the carbon benefits of tree planting and ecosystem restoration on Council and private land (where landholders would like to participate in such initiatives) can be recognised.

Action 2.1.2.3 of the current DPOP is for Council to **"Complete a feasibility analysis for establishment of biodiversity stewardship sites and biodiversity and carbon offsets on Council and private land"**. This project will involve officers engaging with local experts to scope work that will assess options for reliable and cost-effective accounting for the carbon benefits of smaller-scale plantings.

Current methods for creating official Australian Carbon Credit Units (ACCUs) through tree planting are difficult to achieve on smaller areas typically available to Council and private landholders in Maitland. Recent developments in state and federal schemes appear to offer pathways for aggregating smaller plantings and these will be assessed in the program of works.

Approximately 123 advanced trees and 14,000 seedlings have been planted since March 2023. Assessment of the carbon benefits of Council's existing plantings and identification of potential target sites will also form part of the DPOP action scope.

19 URGENT BUSINESS

Nil

Council moved into Committee of the Whole at 7.47 pm.

Moved Cr K Jordan, 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	

Council moved into Closed Session of the Committee of the Whole for the reasons specified in the Agenda, and closed the meeting to the public at 7.48 pm.

Moved Cr R Barstow, Seconded Cr K Jordan

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	

20 COMMITTEE OF THE WHOLE

20.1 Acquisition of Land- Central Maitland

FILE NO:	45411
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Senior Property Advisor
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.3.1 Informed planning

THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

EXECUTIVE SUMMARY

A site has just been listed for sale that is strategically located near to the civic precinct. The site has been identified as having the potential to address current and future car parking issues. This report is seeking authority to proceed to acquisition.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows:

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

COMMITTEE RECOMMENDATION

THAT

1. Council authorises the General Manager to negotiate purchase of the parcel of land identified within the report, for a price not exceeding the 'maximum price to be offered' as identified within the report.
2. Council authorises the General Manager to sign any related documentation for the acquisition.
3. Council, upon acquisition, classifies the land as Operational land.

Moved Cr K Jordan, Seconded Cr B Hackney

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	

Council resumed into Ordinary Council at 7.57 pm.

Moved Cr M Yarrington, Seconded Cr B Worth

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	

21 COMMITTEE OF THE WHOLE RECOMMENDATIONS

The General Manager read the Recommendation from the Committee of the Whole/Closed Session as follows:

THAT

1. Council authorises the General Manager to negotiate purchase of the parcel of land identified within the report, for a price not exceeding the 'maximum price to be offered' as identified within the report.
2. Council authorises the General Manger to sign any related documentation for the acquisition.
3. Council, upon acquisition, classifies the land as Operational land.

COUNCIL RESOLUTION

THAT

The Committee recommendations be adopted.

Moved Cr K Jordan, Seconded Cr W Penfold

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:

22 CLOSURE

The meeting was declared closed at 7.58 pm.

.....
Chairperson

DRAFT