

# Ordinary Meeting Minutes

**18 November 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**

Reverend Alice Collins from Maitland Aglow 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**

Cr K Flannery declared a significant non-pecuniary interest in Item 20.1 Proposed Operational Property Disposal-Rutherford due to a family relationship with the property being discussed.

Cr A Atkinson declared a significant non-pecuniary interest in Item 12.1 Biannual Community Grants Program Round Two as she is a board member of one of the organisations listed for receipt of a grant.

## 5 Confirmation of Minutes of Previous Meeting

### COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held 21 October 2025 be confirmed.

**Moved Cr K Flannery, Seconded Cr S Halliday**

**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

Nil

## 8 Public Access

Aimee Mehan representing herself spoke against Item No 11.1 - DA2023/413 for Three (3) Into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and Associated Strata Subdivision Over Three (3) Stages at 23A and 29 Robert Street and 4 Floral Close, Tenambit.

### COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Aimee Mehan.

Moved Cr D Ferris, 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	

Hilton Grugeon representing Antkim Holdings Pty Ltd spoke for Item No 11.1 - DA2023/413 for Three (3) Into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and Associated Strata Subdivision Over Three (3) Stages at 23A and 29 Robert Street and 4 Floral Close, Tenambit.

### COUNCIL RESOLUTION

THAT an extension of one (1) minute be granted to Hilton Grugeon.

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	

Michele Keith representing Save Walka Reserve Community Alliance spoke for Item No 12.4 - Walka Water Works Plan of Management.



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## 9 Mayoral Minute

### 9.1 Closebourne Village Christmas Carols Funding

FILE NO: 10/5/28 & 35/5/1  
ATTACHMENTS: Nil  
RESPONSIBLE OFFICER: General Manager  
AUTHOR: Mayor

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#### MAYORAL MINUTE

#### COUNCIL RESOLUTION

#### THAT:

Maitland City Council delegate to the General Manager the authority to liaise with the organisers of the Christmas Carols at Closebourne Village and allocate an appropriate amount of funds up to \$2100 from the Bi-annual grants program to support the holding of their annual Christmas Carols.

Moved Mayor P Penfold

**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	

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## 9.2 Waiving/Reimbursement of Hockey Fees

FILE NO: 35/5/1  
ATTACHMENTS: Nil  
RESPONSIBLE OFFICER: General Manager  
AUTHOR: Mayor

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### MAYORAL MINUTE

#### COUNCIL RESOLUTION

##### THAT

1. Maitland City Council refund to Maitland Hockey Turf Association, the development application fees of \$838 (including GST) paid for the assessment of the storage shed.
2. Council waive the Construction Certificate, Inspections and Occupation Certificate fees up to \$860.00 (including GST).
3. That the funding source for item 1 and 2 be drawn from additional revenue streams from other development applications to date.

Moved Mayor P Penfold

**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	

## **10 Office of the General Manager**

Nil

## 11 City Planning

### 11.1 DA2023/413 for Three (3) Into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and Associated Strata Subdivision Over Three (3) Stages at 23A and 29 Robert Street and 4 Floral Close, Tenambit

FILE NO:	DA2023/413
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. Locality Plan</li><li>2. Development Plans (Under Separate Cover)</li><li>3. Assessment Report (Under Separate Cover)</li><li>4. Recommended Conditions of Consent (Under Separate Cover)</li><li>5. Assessment Report from 11 June 2024 (Under Separate Cover)</li><li>6. Minutes of 11 June 2024 Council Meeting</li></ol>
RESPONSIBLE OFFICER:	Director City Planning Coordinator Planning & Development Principal Planner
AUTHOR:	Senior Development Planner Principal Planner
APPLICANT:	Antkim Holdings Pty Ltd
OWNER:	Antkim Holdings Pty Ltd
PROPOSAL:	Three (3) into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and associated Strata Subdivision over Three (3) Stages
LOCATION:	23A Robert Street TENAMBIT NSW 2323, 29 Robert Street TENAMBIT NSW 2323, 4 Floral Close TENAMBIT NSW 2323
ZONE:	R1 General Residential Zone

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#### EXECUTIVE SUMMARY

*Development Application No. DA/2023/413 proposes a Three (3) into Four (4) Lot Torrens Title Subdivision, Multi-Dwelling Housing comprising thirteen (13) Two Storey Dwellings and one (1) into thirteen (13) Lot Strata Subdivision in three (3) Stages. The locality plan can be viewed at **Figure 1** and Development Plans in **Attachment 1**.*

*The development application was initially reported to the Council for determination on 11 June 2024. At this meeting the Council resolved to defer the application to allow the proponent the opportunity to address a range of merit matters outlined within the June 2024 report. The Council also resolved to investigate the feasibility of amending the*

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*Maitland Development Control Plan Part D.7 - Tenambit to remove reference to the road connection requirement whilst continuing to achieve appropriate infill development in this location.*

*The applicant has worked with Council staff to address the deferral items. The applicant has adequately addressed the merit deferral matters, with the exception of bulk earthworks. The levels of fill proposed and the general approach to the shaping of the site do not align with the requirements of Chapter C.8 Residential Design of the Maitland DCP 2011, however this matter can be resolved with conditions of consent.*

*The original application as lodged was also the subject of four (4) submissions of objection during the initial assessment process. These submissions are discussed in detail under the initial report to Council included as **Attachment 4** to 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 acceptable in terms of the relevant matters for consideration under the Act and accordingly, it is recommended for approval subject to those conditions contained in **Attachment 4**.*

#### **OFFICER'S RECOMMENDATION**

##### **THAT**

- 1. DA/2023/413 for Three (3) into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and associated Strata Subdivision over three (3) Stages at 23A & 29 Robert Street and 4 Floral Close Tenambit be approved, subject to the conditions of consent provided in Attachment 4 of this report.**

#### **COUNCIL RESOLUTION**

##### **THAT**

- 1. DA/2023/413 for Three (3) into Four (4) Lot Torrens Title Subdivision, Thirteen (13) Multi Dwelling Housing Units and associated Strata Subdivision over three (3) Stages at 23A & 29 Robert Street and 4 Floral Close Tenambit be approved, subject to the conditions of consent provided in Attachment 4 of this report.**

**Moved Cr M Yarrington, 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 7 for and 6 against, as follows:

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

## **11.2 Exhibition of Draft Development Control Plan – Anambah Urban Release Area**

<b>FILE NO:</b>	<b>DCP 25003</b>
<b>ATTACHMENTS:</b>	<b>1. Draft Anambah Area Plan (Under Separate Cover)</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Director City Planning Manager Strategic Planning Coordinator City Planning</b>
<b>AUTHOR:</b>	<b>Strategic Planner</b>
<b>MAITLAND +10</b>	<b>Outcome 1 Liveable Maitland</b>
<b>COUNCIL OBJECTIVE:</b>	<b>1.1.3 Housing diversity</b>

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### **EXECUTIVE SUMMARY**

*The Anambah Urban Release Area (URA), located off Anambah Road and north of Wyndella Estate, encompasses approximately 500 hectares and has the potential to accommodate up to 4,200 dwellings. Zoned for urban purposes in 2020, the Anambah URA includes residential, environmental living, recreational, and commercial zones to support a future community of around 10,500 people.*

*Under clause 6.3 of the Maitland Local Environmental Plan 2011, a Development Control Plan (DCP) must be in place before development consent can be granted in an urban release area. Council has prepared a draft DCP for the Anambah URA to guide development and ensure housing is delivered in a coordinated and sustainable way. In addition, a Precinct Plan to guide site specific elements of the URA has been prepared by a developer, reviewed by Council, and incorporated in the draft DCP.*

*The purpose of this report is to present the draft Anambah URA DCP to Council and seek endorsement for its public exhibition for 28 days. The draft DCP is provided as Attachment 1 to this report.*

### **OFFICER'S RECOMMENDATION**

#### **THAT**

- 1. Council endorses the draft Anambah Development Control Plan including draft Precinct Plan 1 (Attachment 1) to be placed on public exhibition for a minimum period of 28 days.**
  - 2. Should there be no submissions of objection:**
    - a. Council adopts the Anambah Development Control Plan.**
    - b. Council delegates any minor changes of the Plan to the General Manager. Any significant changes will result in a further report and recommendation to Council**
-

**COUNCIL RESOLUTION**

**THAT**

- 1. Council endorses the draft Anambah Development Control Plan including draft Precinct Plan 1 (Attachment 1) to be placed on public exhibition for a minimum period of 28 days.**
- 2. Should there be no submissions of objection:**
  - a. Council adopts the Anambah Development Control Plan.**
  - b. Council delegates any minor changes of the Plan to the General Manager. Any significant changes will result in a further report and recommendation to Council**

**Moved Cr B Worth, 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	



## 12 City Services

### 12.1 Biannual Community Grants Program Round Two 2025/2026

FILE NO:	10/5/18
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services Manager Community & Recreation
AUTHOR:	Coordinator Major Venues & Facilities Team Leader Community & Sport Liaison Community Development & Programs Officer
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.3.2 Advocacy and partnerships

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#### EXECUTIVE SUMMARY

*Council's Biannual Community Grants Program aims to provide financial support to community organisations, groups and individuals to deliver initiatives that meet community needs and benefit residents in our community.*

*This report presents to Council a recommendation to endorse the funding of twenty- five (25) applications under Council's Biannual Community Grants Program Round Two (2) 2025/2026.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council approves the allocation of funds for Round Two (2) of the Biannual Community Grants Program which includes the Community Projects Grants Program and the Community Celebrations Grants Program, as recommended in this report from applications numbered one (1) to twenty-five (25), in accordance with Section 356 of the Local Government Act, 1993.
2. Council formally thanks all twenty-eight (28) applicants for their submissions and advises them of Council's decision.

Cr Amelia Atkinson left the meeting, the time being 6.34 PM

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**COUNCIL RESOLUTION**

**THAT**

- 1. Council approves the allocation of funds for Round Two (2) of the Biannual Community Grants Program which includes the Community Projects Grants Program and the Community Celebrations Grants Program, as recommended in this report from applications numbered one (1) to twenty-five (25), in accordance with Section 356 of the Local Government Act, 1993.**
- 2. Council formally thanks all twenty-eight (28) applicants for their submissions and advises them of Council's decision.**

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

**CARRIED**

The division resulted in 12 for and 0 against, as follows:

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

Cr Amelia Atkinson returned to the meeting, the time being 6.37 PM

## 12.2 Local Transport Forum Meeting Minutes (October 2025)

FILE NO:	140/5
ATTACHMENTS:	1. Local Transport Forum Minutes (October 2025) (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Transport & Infrastructure Engineering Traffic Management Officer
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.3 Safe and efficient road networks

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### EXECUTIVE SUMMARY

*The minutes of Maitland City Council's Local Transport Forum meeting held on Thursday 2 October 2025 are attached for approval.*

### OFFICER'S RECOMMENDATION

#### THAT

1. The Local Transport Forum meeting minutes of 2 October 2025 be approved.

### COUNCIL RESOLUTION

#### THAT

1. The Local Transport Forum meeting minutes of 2 October 2025 be approved.

Moved Cr W Penfold, Seconded Cr S Halliday

**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	

## 12.3 Automated External Defibrillators on Council Property.

FILE NO:	35/5/1
ATTACHMENTS:	1. AED Audit Findings
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Asset Management Project Officer Recreation Works
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.3.2 Inclusive public places and spaces
Previous Items:	9.1 – Automated External Defibrillators – Ordinary Council – 15 Jul 2025 5:30 PM

### EXECUTIVE SUMMARY

*In response to Council's resolutions of 15 July 2025 (Item 9.1), an audit of Automated External Defibrillator (AED) units within Council facilities has been recently undertaken. The audit data highlighted inconsistencies and risks with how Council owned and non-Council owned AEDs were managed within Council facilities. Council officers recommend the development of an Automated External Defibrillators (AED) within Council facilities policy to provide clarity and reduce risk for Council, user groups and AED owners.*

### OFFICER'S RECOMMENDATION

#### THAT

1. The contents of this report are noted.
2. Council officers undertake engagement with Council facility user groups to develop a policy for Automated External Defibrillators (AED) within Council facilities and it is reported back to Council in April 2026.

### COUNCIL RESOLUTION

#### THAT

1. The contents of this report are noted.
2. Council officers undertake engagement with Council facility user groups to develop a policy for Automated External Defibrillators (AED) within Council facilities and it is reported back to Council in April 2026.

Moved Mayor P Penfold, 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	

## 12.4 Walka Water Works Plan of Management

FILE NO:	35/74/5
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. Walka Water Works Draft Plan of Management (Under Separate Cover)</li><li>2. Walka Water Works Master Plan (Under Separate Cover)</li><li>3. Walka Water Works Conservation Management Plan (Under Separate Cover)</li><li>4. Walka Water Works Heritage Interpretation Plan (Under Separate Cover)</li><li>5. Walka Water Works Historical Archaeological Assessment (Under Separate Cover)</li><li>6. Walka Water Works Aboriginal Archaeological Assessment (Under Separate Cover)</li><li>7. Walka Water Works Social Impact Study (Under Separate Cover)</li><li>8. Walka Water Works Concept Plan (Under Separate Cover)</li></ol>
RESPONSIBLE OFFICER:	Director City Services Manager Capital Works Delivery
AUTHOR:	Project Manager – Delivery
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.1 Meaningful consultation and engagement

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### EXECUTIVE SUMMARY

*The Walka Water Works Plan of Management (PoM) is a requirement under the Local Government Act 1993 (LG Act) and the Crown Land Management Act 2016 (CLM Act) covering one Crown reserve named Walka Water Works Reserve (R97511). This Reserve is more commonly known as Walka Water Works and Council has been appointed as 'Council Crown Land Manager'. This report outlines the requirements of the Walka Water Works Plan of Management and recommends that the Plan of Management be exhibited for public comment.*

## **OFFICER'S RECOMMENDATION**

### **THAT**

- 1. The Walka Water Works site is proposed to be categorised as Park, General Community Use, Area of Cultural Significance, and Natural Area in accordance with Section 36 of the Local Government Act (1993).**
- 2. Council endorses draft Walka Water Works Plan of Management and supporting documentation be placed on public exhibition in accordance with Section 38 of the Local Government Act (1993) and relevant regulations for no less than 28 days.**
- 3. Post exhibition, the revised draft Plan of Management and responses to public exhibition be reported to council for consideration and adoption**

## **PROCEEDINGS IN BRIEF**

A motion was moved being the Officer's Recommendation.  
(Mayor P Penfold / Cr W Penfold)

Cr Warrick Penfold requested to extend the public exhibition period to 42 days. The mover accepted this amendment.

Cr Mitchell Griffin left the meeting, the time being 6.55 PM

Cr Mitchell Griffin returned to the meeting, the time being 06:57 PM

## **COUNCIL RESOLUTION**

### **THAT**

- 1. The Walka Water Works site is proposed to be categorised as Park, General Community Use, Area of Cultural Significance, and Natural Area in accordance with Section 36 of the Local Government Act (1993).**
- 2. Council endorses draft Walka Water Works Plan of Management and supporting documentation be placed on public exhibition in accordance with Section 38 of the Local Government Act (1993) and relevant regulations for 42 days.**
- 3. Post exhibition, the revised draft Plan of Management and responses to public exhibition be reported to council for consideration and adoption**



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**Moved Mayor P Penfold, Seconded Cr W Penfold****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	

## **13 Customer and Digital Services**

Nil

## 14 People and Performance

### 14.1 Risk Management Policy

FILE NO:	81/17
ATTACHMENTS:	1. Risk Management Policy DRAFT 2. Risk Management Policy 2022
RESPONSIBLE OFFICER:	Executive Manager People and Performance
AUTHOR:	Manager Enterprise Risk, Health and Safety
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.3.2 Culture of improvement and innovation

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#### EXECUTIVE SUMMARY

*The Risk Management Policy is due for review and this report presents a revised draft Policy for adoption.*

#### OFFICER'S RECOMMENDATION

#### THAT

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

**COUNCIL RESOLUTION**

**THAT**

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

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

**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	

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## 14.2 Rescission of the Workplace Surveillance Policy

FILE NO:	130/1
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	General Manager
AUTHOR:	Executive Manager People and Performance
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.1 Meaningful consultation and engagement

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### EXECUTIVE SUMMARY

*The Workplace Surveillance Policy is due for review. During the review Council staff have undertaken a detailed analysis of the application of the legislation which identified that this policy pertains to employees and should be an internal Protocol not a Policy.*

*Rescinding this policy ensures clarity between community related policies such as Council's Privacy Policy, CCTV Policy, Cyber Security Policy, Records Management Policy and internal employee operational policies and protocols. This also ensures Council does not have conflicting policies with relevant legislation, regulation or operating procedures.*

### OFFICER'S RECOMMENDATION

THAT

1. Council rescinds the Workplace Surveillance Policy.

### COUNCIL RESOLUTION

THAT

1. Council rescinds the Workplace Surveillance Policy.

Moved Cr R Barstow, Seconded Cr S Halliday

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	

## 15 Finance

### 15.1 Quarter One Grants Update 2025–26

FILE NO:	35/33/18/12
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Manager Corporate Performance and Engagement
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.3.2 Advocacy and partnerships

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#### EXECUTIVE SUMMARY

*In recognition of the increasing significance of grant funding and aligning with our Partnership and Advocacy Strategy, this Quarterly Grants Update provides a clear and transparent overview of Council's grant activities. This includes a summary of applications submitted, successful awards, pending outcomes, and unsuccessful bids.*

*This section aims to provide Councillors and the community with a comprehensive snapshot of our efforts to secure external funding, supporting key projects and initiatives within the Delivery Program 2025–2029.*

*By sharing this information every quarter, we keep the community informed about how we're working to secure funding and support important projects. This helps build trust and shows our dedication to partnering with others to make a positive difference for everyone.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council receives the Quarter One (Q1) Grants Update for the period July to September 2025.

**COUNCIL RESOLUTION**

**THAT**

- 1. Council receives the Quarter One (Q1) Grants Update for the period July to September 2025.**

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

**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	



## 15.2 Community Progress Report – July – September 2025

<b>FILE NO:</b>	<b>35/33/18/12</b>
<b>ATTACHMENTS:</b>	<b>1. Community Progress Report July 2025 – September 2025 (Under Separate Cover)</b> <b>2. Q1 Outstanding Mayoral Minutes and Notices of Motion</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Executive Manager Finance</b> <b>Manager Corporate Performance and Engagement</b>
<b>AUTHOR:</b>	<b>Corporate Strategy Lead</b> <b>Corporate Performance Lead</b> <b>Corporate Planning &amp; Reporting Officer</b>
<b>MAITLAND +10</b>	<b>Outcome 4 Achieving together</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.1.3 Transparent decision making</b>

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### EXECUTIVE SUMMARY

Our Community Progress Report (previously Six-Monthly Progress Report) has been revised to strengthen trust and support clear and open communication. We want to ensure our community stays up to date on the things that matter most to them.

Our Community Progress Report offers a summary of the projects and initiatives within Council's Operational Plan 2025-26 and Delivery Program 2025-2029. To enhance transparency and strengthen community engagement, this report will now be presented on a quarterly basis.

With a strong community focus, the report provides accessible and transparent updates on budgetary and operational performance for the period of 1 July to 30 September 2025. It includes performance highlights, key operational activities aligned with the themes of our Community Strategic Plan, infrastructure works delivered under our capital works program, and our financial position as of 30 September 2025.

### OFFICER'S RECOMMENDATION

#### THAT

- 1. Council receive the Community Progress Report, a report for the period July to September 2025 on progressing the Delivery Program 2025 – 2029; and**
- 2. The report be made available to the community on Council's website and promoted via social media.**

---

**COUNCIL RESOLUTION**

**THAT**

- 1. Council receive the Community Progress Report, a report for the period July to September 2025 on progressing the Delivery Program 2025 – 2029; and**
- 2. The report be made available to the community on Council's website and promoted via social media.**

**Moved Mayor P Penfold, 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	

**15.3 First Quarter Budget Review for 2025/26 Ended 30 September 2025**

<b>FILE NO:</b>	<b>2/8/32</b>
<b>ATTACHMENTS:</b>	<b>1. Quarterly Budget Review Statement Sep 2025</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Executive Manager Finance</b>
<b>AUTHOR:</b>	<b>Manager Financial Reporting</b>
<b>MAITLAND'S FUTURE</b>	<b>4 Achieving together</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.1.3 Transparent decision making</b>

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**EXECUTIVE SUMMARY**

*The attached Quarterly Budget Review Statement (QBRs) presents a summary of Council's financial position at the end of each quarter. It is a mechanism whereby Councillors and the community are informed of Council's progress against the Operational Plan (original budget) and the last revised budget, along with recommended changes and reasons for major variances.*

*The first quarter review for 2025/26 reports a decrease of \$2.3M in the operating result and a projected reduction in capital expenditure of \$3.1M.*

*The \$2.3M decrease in operating result (before capital) reflects a number of adjusting items. These include \$1.8M in activities carried forward in 2025/26 for completion including grant activities for floodplain risk management grant \$159K, Hunter Estuary Coastal Management grant \$154K, Library local priority grant program \$114 and Flood repair program grant \$522K.*

*The \$3.1M reduction in capital expenditure reflects a series of adjustments to reflect the planned delivery of works for 2025/26.*

**OFFICER'S RECOMMENDATION****THAT**

- 1. The variations for the 30 September 2025 quarter be approved and form part of the Operational Plan for 2025/26.**

**COUNCIL RESOLUTION**

**THAT**

- 1. The variations for the 30 September 2025 quarter be approved and form part of the Operational Plan for 2025/26.**

**Moved Cr S Halliday, Seconded Cr K Flannery**

**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	

**15.4 Statement of Investments as at 31 October 2025**

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

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**EXECUTIVE SUMMARY**

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

*As at the end of October 2025, Council had investments totaling \$230,594,125 under management.*

*Council's investment portfolio recorded a marked-to-market return of 4.42% per annum versus the bank bill index benchmark return of 3.55% per annum. The actual investment return for the month of October was \$953,387, a favourable variance of \$98,878 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 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	

## **15.5 Maitland City Council Annual Report 2024-25 and Presentation of the Financial Statements and Auditors Report for the Year Ended 30 June 2025**

<b>FILE NO:</b>	<b>2/8/24</b>
<b>ATTACHMENTS:</b>	<b>1. Annual Report 2024-25 (Under Separate Cover)</b> <b>2. Financial Statements for the year ended 30 June 2025 (Under Separate Cover)</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Executive Manager Finance</b>
<b>AUTHOR:</b>	<b>Manager Financial Reporting</b> <b>Manager Corporate Performance and Engagement</b> <b>Corporate Strategy Lead</b> <b>Corporate Planning &amp; Reporting Officer</b>
<b>MAITLAND'S FUTURE</b>	<b>4 Achieving together</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.1.3 Transparent decision making</b>

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### **EXECUTIVE SUMMARY**

Council's Annual Report 2024-25 provides an overview of the activities and achievements of Council in providing services and projects to our community over the previous financial year.

With a strong community focus, the report provides open and transparent reporting on financials and operational performance and the adherence of legislated governance standards.

This document presents performance highlights, strategic operational activities aligned with Maitland's Future, our Community Strategic Plan, infrastructure projects delivered through the capital works program and audited financial statements.

Section 419 of the Local Government Act 1993 (NSW) requires Council to present its financial statements, together with the auditor's reports, to the public.

### **OFFICER'S RECOMMENDATION**

#### **THAT**

- 1. Council receives the Annual Report 2024-25, a report for the period 1 July 2024 to 30 June 2025 on progressing the Delivery Program 2022 – 2026; and**
- 2. The report be made available to the community on Council's website and promoted via social media.**

3. The Office of Local Government is advised and sent a website link to the Annual Report.
4. The financial statements, together with the auditor's reports, for the year ended 30 June 2025 be presented to the public.

#### **COUNCIL RESOLUTION**

#### **THAT**

1. Council receives the Annual Report 2024-25, a report for the period 1 July 2024 to 30 June 2025 on progressing the Delivery Program 2022 – 2026; and
2. The report be made available to the community on Council's website and promoted via social media.
3. The Office of Local Government is advised and sent a website link to the Annual Report.
4. The financial statements, together with the auditor's reports, for the year ended 30 June 2025 be presented to the public.

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

**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	



## 16 Items for Information

### 16.1 Audit Risk & Improvement Committee (ARIC) Meeting Minutes – 9.9.25

FILE NO:	81/26
ATTACHMENTS:	1. ARIC Meeting Minutes – 9.9.25 (Under Separate Cover)
RESPONSIBLE OFFICER:	Executive Manager People and Performance Manager Enterprise Risk, Health and Safety
AUTHOR:	Senior Risk and Audit Officer
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

#### EXECUTIVE SUMMARY

*The Audit Risk & Improvement Committee (ARIC) meeting for September was held on 9 September 2025. The minutes of the meeting are submitted to Council for information.*

#### OFFICER'S RECOMMENDATION

**THAT Council note the minutes from the ARIC meeting of 9 September 2025.**

#### COUNCIL RESOLUTION

**THAT Council note the minutes from the ARIC meeting of 9 September 2025.**

**Moved Cr S Halliday, 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	

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## 16.2 Code of Conduct Statistics for the Period 1 September 2024 to 31 August 2025

FILE NO:	35/47
ATTACHMENTS:	1. Model Code of Conduct Complaint Statistics 2024-25
RESPONSIBLE OFFICER:	General Manager Office Manager
AUTHOR:	Team Leader OGM
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

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### EXECUTIVE SUMMARY

*The Office of Local Government requires Council to report on the Code of Conduct complaints about Councillors and the General Manager within three (3) months of September each year.*

*The purpose of this report is to advise council on the Code of Conduct complaints report which will be provided to the Office of Local Government.*

### 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 D Ferris, Seconded Cr W Penfold**

**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	

## **17 Notices of Motion/Rescission**

### **17.1 Cemeteries Future Strategy**

#### **Notice of Motion Submitted by Cr Ben Whiting**

**FILE NO:** 35/8/4  
**ATTACHMENTS:** Nil  
**RESPONSIBLE OFFICER:** General Manager  
Executive Manager Customer & Digital Services

---

Cr Ben Whiting has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on Tuesday 18 November 2025:

#### **THAT**

- 1. Council notes the progress being made on the Cemeteries Future Strategy and the challenges it seeks to address.**
- 2. Work on this strategy be elevated as a matter of priority**
- 3. Council be briefed at the earliest opportunity**

#### **PROCEEDINGS IN BRIEF**

A motion was moved being the original Notice of Motion with additional wording in Point 3 (Cr B Whiting / Cr M Griffin)

#### **THAT**

1. Council notes the progress being made on the Cemeteries Future Strategy and the challenges it seeks to address.
2. Work on this strategy be elevated as a matter of priority
3. Council be briefed at the earliest opportunity on options and solutions for the Cemeteries Future Strategy.

The motion when put to the meeting was declared carried.

## **COUNCIL RESOLUTION**

### **THAT**

- 1. Council notes the progress being made on the Cemeteries Future Strategy and the challenges it seeks to address.**
- 2. Work on this strategy be elevated as a matter of priority**
- 3. Council be briefed at the earliest opportunity on options and solutions for the Cemeteries Future Strategy.**

**Moved Cr B Whiting, Seconded Cr M Griffin**

**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	

## 17.2 Trees In Maitland

### Notice of Motion Submitted by Cr Don Ferris

**FILE NO:** 35/8/4  
**ATTACHMENTS:** Nil  
**RESPONSIBLE OFFICER:** General Manager  
Director City Planning

---

Cr Don Ferris has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on Tuesday 18 November 2025:

#### THAT

- 1. MCC conducts an audit of urban trees in the entire local government area to ascertain:**
  - a) How many street trees we have in the LGA?**
  - b) How many street trees are being removed by builders and residents in new suburbs without being replaced?**
  - c) How many street trees have been killed from poor maintenance practices e.g. ringbarking from whipper snippers?**
  - d) How many trees have been scheduled to be planted under DA requirements versus how many trees have been observed growing in the ground?**
  - e) How many trees planted under DA requirements survive beyond the first year?**

#### PROCEEDINGS IN BRIEF

A motion was moved.  
(Cr D Ferris / Cr A Atkinson)

#### THAT

1. Council provide a report for urban trees in the local government area to help understand trends relating to the survival rate of street trees particularly in newer suburbs and survival rates for trees that have been planted as part of the development application / complying development certificate processes.
2. Council reports back to investigate the establishment of an asset register and management plan for our street trees.
3. Council redoubles its efforts to educate the community around the benefits of street trees and how best manage / maintain them.

Cr B Worth moved an amendment.  
(Cr B Worth / Cr B Hackney)

THAT

1. Council continue progressing actions under the adopted Environmental Sustainability Strategy (ESS) including the updating the Maitland Greening Plan.
2. Council note its adopted action target for Council to achieve 30% canopy cover in residential areas.
3. Council notes the draft Maitland Development Control Plan and Manual of Engineering Standards incorporates strengthened street tree and landscaping requirements for future development and growth to help us achieve this target.

Following debate and after at least two speakers for and against a procedural motion was then moved by Mayor P Penfold that the amendment be put.

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

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

The amendment was then put.

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

For:	Cr R Barstow	Against:	Cr A Atkinson
	Cr D Ferris		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 amendment now becomes the motion.

## **COUNCIL RESOLUTION**

### **THAT**

- 1. Council continue progressing actions under the adopted Environmental Sustainability Strategy (ESS) including the updating the Maitland Greening Plan.**
- 2. Council note its adopted action target for Council to achieve 30% canopy cover in residential areas.**
- 3. Council notes the draft Maitland Development Control Plan and Manual of Engineering Standards incorporates strengthened street tree and landscaping requirements for future development and growth to help us achieve this target.**

**Moved Cr B Worth, Seconded Cr B Hackney**

**CARRIED**

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		

Cr D Ferris did not vote which in accordance with Councils Code of Meeting Practice is recorded as voting against the motion.



## 17.3 Rising Tide Blockade

### Notice of Motion Submitted by Cr Mitchell Griffin

**FILE NO:** 35/4/8  
**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 Tuesday 18 November 2025:

#### THAT

- 1. Council notes the loss of cruise ship trade for Morpeth Businesses as a result of the Rising Tide blockade later this month.**
- 2. Council writes to the Deputy Lord Mayor for the City of Newcastle to express our disappointment in the city's decision to approve use of council land for Rising Tide, noting the loss of income from tourism now being felt by businesses across the wider Hunter.**

#### BACKGROUND

Ocean cruise liner Viking Orion was scheduled to dock in the Port of Newcastle on December 1. Included on the day trip itinerary for passengers was a visit to historical Morpeth. This day trip was expected to bring hundreds of passengers to Morpeth where they would provide a much needed injection of funding to the local economy.

Businesses in Morpeth have struggled to get back on to the cruise ship itinerary ever since the COVID-19 outbreak. As a result, this cruise was highly anticipated by local businesses, as well as the business association It Must Be Morpeth.

Earlier this year Newcastle City Council approved use of council land by left wing protest group Rising Tide. This is a group with a history of putting themselves, emergency service personnel, and members of the community in danger by entering the shipping lane in Newcastle in an attempt to form a blockade. This resulted in 170 arrests in 2024, and multiple event breaches for damage done to council property. The group also has a history of disruption for commuters using the Hunter Railway Line on numerous occasions, resulting in arrests of their volunteers. The disruptions are highly dangerous for many different people from various emergency and rail organisations.

Since the approval for Rising Tide to use council land in Newcastle as part of their disruption to the wider community, out of concerns for safety, the Viking Orion has been left with no choice but to cancel their visit to Newcastle and the Hunter. Subsequently, this cancellation represents millions of dollars in lost income for the Hunter economy with business owners and their employees, including those based in Morpeth, missing out.

**COUNCIL RESOLUTION****THAT**

1. Council notes the loss of cruise ship trade for Morpeth Businesses as a result of the Rising Tide blockade later this month.
2. Council writes to the Deputy Lord Mayor for the City of Newcastle to express our disappointment in the city's decision to approve use of council land for Rising Tide, noting the loss of income from tourism now being felt by businesses across the wider Hunter.

**Moved Cr M Griffin, Seconded Cr B Worth**

**CARRIED**

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

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

## 18 Questions With Notice

### 18.1 Community Engagement Accessibility Measures

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 18 November 2025:

*How does Council ensure that people with disability (including those who are blind, have low vision, are deaf or hard of hearing) are able to access, engage with, and participate in Council events, consultations, and meetings, both in person and online?*

*Could information also be provided on current or proposed strategies to enhance accessible community engagement and inclusion within Council proceedings, including consideration of digital and in-person feedback platforms?*

#### RESPONSE BY DIRECTOR CITY SERVICES

Council is committed to accessibility and inclusion for our community. We are currently progressing the delivery of Council's Disability Inclusion Action Plan (DIAP) 2023-26 which outlines the steps we are taking to increase access and inclusion. Some relevant actions within the DIAP that address the items raised include:

- **Action 2.2** – review style guide to improve usability, readability and accessibility of internal and external documents and web content.
- **Action 3.1** - Improve accessibility at all Council events, activities and other opportunities to socially connect.
- **Action 3.2** - Facilitate the 'Including You' sensory service at Council Flagship Events to support inclusion of all ages including providing dignified supports for adults.
- **Action 9.1** – Provide accessible information in various formats (print and digital) including progress made towards Web Content Accessibility Guidelines AA compliance.

Further to this, Council is currently engaging a disability-led consultancy to undertake engagement for the next iteration of the Disability Inclusion Action Plan to ensure accessibility and inclusivity throughout the engagement process.

Council will continue to improve accessibility and inclusion through the progression of our current DIAP and the development of the future DIAP.

It should be noted that all works Council delivers considers the requirements of the Disability Discrimination Act in planning, design and delivery.

The below provides an overview of current considerations towards accessibility and inclusion:

### **Communications and engagement**

To ensure accessible and inclusive engagement Council offer multiple feedback channels (online, phone, email and face to face). For in-person engagement, venues are chosen with accessibility in mind and activities are designed to be inclusive. Our engagement platform (**Have Your Say Maitland**) includes accessibility features like screen reader compatibility, smart contrast, larger text, dyslexia-friendly fonts, and multi-language translation. Council's socials posts have the ability to apply captions and translations, including to the Council meeting livestream, through Facebook's functionality. Council also adds captions to all video content that we create.

### **General Council accessibility**

In addition to Council meeting livestreams having the ability to apply captions and be translated:

- There is a hearing loop in the Council chambers, the Antechamber, Town Hall Main Hall and the Evans Room, which can be utilised for individuals with hearing aids. Council is exploring the provision of hearing loops at public events.
- Council agenda and minute documents are prepared with maximum contrast of the text i.e. white/ light background and black/ dark text.
- Council Meeting documents are made available in a PDF document on Council's website and are compatible with reading mode.
- All members of the public have the opportunity to apply to speak in public access to address items on the Council Meeting agenda. If someone is unable to present themselves, they are able to grant permission for others to address the Council on their behalf. Public Access can be presented in person or remotely using Microsoft Teams.
- Committee meetings documents are also prepared in a similar way and all presentations are made accessible a week prior to the meetings.
- Before Civic functions, staff ask if there are accessibility requirements of attendees ahead of the functions.
- Annual Awards nomination forms can be completed online or physically via a printed copy. If a member of the public is unable to complete the form themselves, staff will assist with this.
- The Town Hall, our Regional Facilities (Sportsground & Athletics Centre), and newly built facilities, are all built to current accessibility compliance standards.

Feedback in the way of complaints has improved and Councils Complaint Management Policy includes the following:

*Accessibility - Council will ensure that information about how and where complaints may be made is well publicised and ensure that systems to manage complaints are easily understood and accessible to everyone, particularly people who may require assistance.*

If a person prefers or needs another person or organisation to assist or represent them in the making and/or resolution of their complaint, we will communicate with them through their representative if this is their wish. Anyone may represent a person wishing to make a

complaint with their consent (e.g. advocate, family member, legal or community representative, member of Parliament, another organisation).

### **Maitland Regional Art Gallery (MRAG)**

Maitland Regional Art Gallery have recently worked with Community Disability Alliance Hunter (CDAH) to ensure programs/building/visitor engagement is moving beyond a compliance framework for access.

MRAG currently:

- Engages an AUSLAN interpreter at most events and programs in the gallery.
- Hold monthly AUSLAN guided tours of exhibitions.
- At each event and program, an invitation is extended to let staff know what needs are required to assist in attendance.
- Have a social script and sensory material on hand and this information and access requirements can be found here: <https://mrag.org.au/visit-us/access/>

MRAG's service plan also includes the need to increase visibility and provide opportunities to artists and creatives living with a disability. MRAG's partnership with studio A (<https://www.studioa.org.au/>) and Mai-Wel in 2026 is a significant initiative. MRAG have also collaborated and worked with Mai-Wel for the past five years on programs for their clients and carers.

MRAG are about to embark on the next stage with CDAH, looking at ways to further audience and artist inclusion which will include a review of accessibility of digital engagement and services.

### **Libraries**

The libraries have the following accessibility considerations:

- Sit/stand desks are available for community use.
- Programming includes a combination of audio/visual elements and more recently, the inclusion of variety of languages to support inclusion at all levels.
- Diversity of programming to include low-stimulation and outdoor events (Silent reading parties, crafty cinema, bird watching and walking book clubs).
- Digital literacy programs provided in various formats to allow people access to support on individual, or group basis, based on specific needs.
- Microphones used for events, with events either capped at 80 people or moved to a location with a hearing loop.
- Home library service which supports access to our collection for those who are unable to come into our spaces.

### **Events and place activation**

Council continue to implement and strengthen inclusive practices across programs and events. Examples of current initiatives include:

- **Engagement of Artists with Disability:** Council has engaged vision-impaired musicians and artists to perform at major community events such as New Year's Eve which supports both representation and inclusion, showcasing diverse talent across our community. We engage local disability organisations to participate in art making activities and works are displayed at the events for the community to enjoy.
- **Accessible Signage/programs:** We ensure all event signage follows accessible design principles, including the use of clear, sans-serif fonts (such as Arial or Helvetica), high colour contrast (e.g. dark text on a light background), and minimum font sizes in line

with the Australian Government Style Manual and AS 1428.1–2021 Design for Access and Mobility standards. The Maitland Riverlights passport provided translated and accessible options with 6 translated languages as well as accessible formats on the website.

- **Hearing Accessibility:** At the recent Maitland Riverlights event, there was an Auslan session delivered in Express Yourself Language Lounge - Intro to Auslan (Australian sign language) delivered by Studies of Language Association (UoN).
- **Captioning and Online Access:** Our live-streamed Australia Day ceremonies include real-time captioning to support accessibility for people who are deaf or hard of hearing.
- **Physical Accessibility:** Dedicated viewing platforms for people with disability are available at major events with main stages, ensuring clear sightlines and ease of access.
- **Including You:** Council continues to provide the Including You service at flagship events.

### Aquatic Centres

- **Physical Accessibility:** Following the 2023-24 accessibility audit aligned with Royal Life Saving's GSPO requirements and the Disability Inclusion Action Plan (DIAP) 2023–2026, numerous upgrades were delivered including:
  - Accessible toilets and change rooms with showers, hoists, adult change tables and privacy screens.
  - Indoor 25m pool with hoist, handrails and wheelchair ramp, and Olympic and toddler outdoor pools with handrails and ramps.
  - Wheelchair-accessible entry and exit points with automatic doors.
  - Accessible viewing decks, seating, parking spaces and public transport access.
  - Reception desk and café at accessible height, low-height counters and universal fixtures like half-turn taps.
  - Pathways upgraded for level, slip-resistant, hazard-free. access and improved drop-off points for buses and taxis.
  - Dog-friendly amenities with water bowls and waste collection points
  - Universal fixtures including half-turn taps, low-height counters and accessible drinking fountains (including service dog water stations).
- **Sensory Accessibility:**
  - Sensory swim time operates three times per week, providing quiet, low-stimulation swimming sessions.
  - Multilingual, plain English, pictogram and Braille signage ensures inclusive communication across all facilities.
  - Learn to Swim, Aqua Fitness and School Swim Programs adapted for sensory inclusion, NDIS plans and diverse learning needs.
- **Assistive Technology:**
  - Maxi-Move hoist, aquatic wheelchairs and pool hoists for safe, dignified water entry.
  - Duress alarms in accessible amenities with large, easy-to-press buttons for emergencies.
  - Website upgrades featuring accessibility maps, virtual tours and screen-reader compatibility.

- Online booking systems with NDIS support details and accessible carer pass options.
- **Other aquatics initiatives:**
  - Disability service collaborations: Day programs from across the Hunter region regularly use our facilities due to increased accessibility features.
  - Culturally diverse inclusion: Programs like 'Splash of Colour' ensure culturally and linguistically diverse (CALD) communities with disability can participate in aquatic activities.
  - Increased NDIS-funded aquatic program participation with dedicated inclusion instructors.

The centre now attracts disability service providers and community groups from outside the Maitland LGA, including Newcastle and Port Stephens, for day programs, Learn-to-Swim classes and recreational visits.

## 18.2 Maitland Libraries Supporting HSC Students

**Submitted by Cr Don Ferris**

**FILE NO:** 35/4/8  
**ATTACHMENTS:** Nil  
**RESPONSIBLE OFFICER:** General Manager  
Director City Services

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Cr Don Ferris has asked the following Question With Notice for the Council Meeting being held on Tuesday 18 November 2025:

*What can Maitland City Council do in the future to help support, encourage and accommodate students studying for their University and HSC exams?*

*I note that services in surrounding LGA's like Singleton Council Library and Kurri Kurri Community Services Study Hub have great services that actively encourage and support students to come and study for their HSC exams.*

*What innovative measures could Maitland City Councils through our libraries and beyond consider introducing to assist and encourage students preparing for the HSC?*

### RESPONSE BY DIRECTOR CITY SERVICES

Maitland libraries are planning to improve our HSC and student support offer in 2026.

#### Collections

We have been working with State Library of NSW to secure copies of award-winning Personal Interest Projects (PIPS) to have in our collection for viewing onsite, supporting HSC Society and Culture students.

#### Online Resources

Staff are reviewing our website to improve visibility of our HSC resources and study links to the State Library of NSW, NSW Education HSC Hub, student wellbeing and student support resources and communities. This forms part of ongoing work on Maitland libraries website to improve customer learning experiences.

#### Events

HSC Lock-in/Take Over event(s) – a mix of planned exclusive library access events for HSC students to prepare for exams. These will be after hours with a trial of early and late openings scheduled from late September into October. We will investigate opportunities for these events to also involve access to wellbeing support, eg working with Headspace and similar community partners.



## 19 Urgent Business

Cr M Griffin raised concerns in relation to the Australian Flag giveaway due to the time constraints associated with placing the flag order. The Mayor agreed to accept this item as urgent business due to timing required to order flags.

Cr M Griffin moved an urgent business item.  
(Cr M Griffin / Cr S Halliday)

That

1. Due to the overwhelming response to the current Australia Day flag giveaway, Council increase the funding for 2025 and beyond to fund 100 flag giveaways per annum.
2. The funding for such be accounted for in quarterly budget review, if needed.

### COUNCIL RESOLUTION

#### THAT

1. Due to the overwhelming response to the current Australia Day flag giveaway, Council increase the funding for 2025 and beyond to fund 100 flag giveaways per annum.
2. The funding for such be accounted for in quarterly budget review, if needed.

Moved Cr M Griffin, Seconded Cr S Halliday

**CARRIED**

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

For:	Cr R Barstow	Against:	Cr A Atkinson
	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 Committee of the Whole at 8.07pm.

Moved Cr M Yarrington, Seconded Cr W Penfold

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 8.08pm.

Moved Cr Barstow, Seconded Cr S Halliday

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	

Cr K Flannery left the meeting, the time being 8.08 PM

## 20 Committee of the Whole

### 20.1 Proposed Operational Property Disposal–Rutherford

FILE NO: 27732

ATTACHMENTS: 1. Maitland City Memorandum of Understanding V2

RESPONSIBLE OFFICER: Executive Manager Finance

AUTHOR: Senior Property Advisor

MAITLAND +10 Outcome 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.*

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#### EXECUTIVE SUMMARY

*Council has been approached by the adjoining landowner expressing interest in purchasing a Council-owned property located in Rutherford.*

#### 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 express its in-principle support for the disposal of the property identified within this report**
- 2. Council authorise the General Manager to progress negotiations between the relevant parties**
- 3. A further report be brought back to Council following negotiations, for a final decision**

**Moved Cr M Griffin, Seconded Cr M Yarrington**

**CARRIED**

The division resulted in 12 for and 0 against, as follows:

For:	Cr A Atkinson	Against:
	Cr R Barstow	
	Cr D Ferris	
	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	

Cr Kristy Flannery returned to the meeting, the time being 8.15 PM

## **20.2 Purchase of Heritage / Antique Traction Engine**

**FILE NO:** 35/21/9  
**ATTACHMENTS:** Nil  
**RESPONSIBLE OFFICER:** Director City Services  
**AUTHOR:** Director City Services  
**MAITLAND'S FUTURE** 3 Vibrant Maitland  
**COUNCIL OBJECTIVE:** 3.2.2 Precinct activation

*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.*

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### **EXECUTIVE SUMMARY**

*The report is to enable consideration of the purchase and operation of a heritage / antique traction engine.*

### **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.*

**COUNCIL RESOLUTION**

THAT under Section 1.12 (c) 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 Cr S Halliday, 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	

A Procedural Motion was moved that the motion be put due to two speakers for and against.

(Cr R Barstow / Cr M Griffin)

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 motion was put to the meeting.

**COMMITTEE RECOMMENDATION****THAT**

1. Council considers making an allocation in the 2026/2027 capital investment program to purchase the traction engine known as “Sooty” in line with the financial section of this report
2. Council delegates the General Manager to negotiate the purchase to an upper limit as listed within the financial section of this report and prior to 2026/2027 if required
3. Prior to finalising the purchase, the General Manager negotiate and enter into an agreement with Maitland Steam and Antique Machinery Association (MSAMA) to house, maintain and operate the subject plant (and any others) on behalf of Council within existing annual budget allocations.

Moved Cr K Jordan, Seconded Cr M Griffin

**CARRIED**

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

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

## 20.3 Property Portfolio Summary–Oct 2025

FILE NO:	84/13
ATTACHMENTS:	1. Property Portfolio Summary 29 Oct 2025 2. List of Commercial Property Holdings Leased
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Senior Property Advisor
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

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

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### EXECUTIVE SUMMARY

*Council has a property portfolio of several, and divergent types, of uses and returns, across several departments of its properties. The attachment details the summarised particulars of each listed in an easy read format.*

At Council Meeting 15 April 2025 Council resolved the following:

#### **THAT**

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

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

### 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:***

***(d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.***



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**COMMITTEE RECOMMENDATION**

**THAT**

- 1. Council notes the contents of the Property Portfolio Summary as at 29 October 2025 and**
- 2. Council notes the contents of the Commercial Property Holdings Leased list.**

**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	

## 20.4 Tender Approval Bulk Fuel, Oil & Lubricants & Adblue

FILE NO:	2025000409
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Coordinator Corporate Procurement
MAITLAND +10	Outcome 4 Achieving together
COUNCIL OBJECTIVE:	4.1 Trusted services

***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

*An arrangement was originally initiated by Regional Procurement in 2014 in collaboration with participating Hunter Councils to establish a coordinated approach for tenders managed by Regional Procurement.*

*In line with this approach, Regional Procurement conducted a public tender process for the supply and delivery of bulk fuel, oil and lubricants and Adblue on behalf of participating member councils within the Hunter region. This process was carried out in accordance with Clause 166(a) of the Local Government (General) Regulation 2021.*

*It is important to note that Regional Procurement is not classified as a “prescribed agency”. As such, the provisions of Section 55(1) of the Local Government Act 1993 (NSW) – Requirements for Tendering—continue to apply to councils engaging with organisations that are not prescribed agencies. Specifically, Section 55(1)(e) requires councils to invite tenders before entering into any contract for the provision of goods or materials, whether by sale, lease, or otherwise.*

*Based on historical data, the estimated expenditure for the supply and delivery of bulk fuel, oil and lubricants and Adblue to Maitland City Council over a three-year period is approximately \$2.58M.*

*Given the projected expenditure and the fact that Regional Procurement is not a prescribed agency, the purpose of this report is to seek Council’s consideration and endorsement of the tender evaluation outcome, and the acceptance of the recommended tenderers who meet Maitland City Council’s requirements.*

**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 enters into a contract with Maxi-Tankers Pty Ltd for the provision of supply and delivery of bulk fuel, oil and lubricants and Adblue to Maitland City Council for the period 1 October 2025 to 30 September 2028. and
2. That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 30 September 2029.

Moved Cr M Griffin, 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	

Council resumed into Ordinary Council at 8.32 pm.

Moved Cr R Barstow, Seconded Cr M Griffin

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:

### **20.1 Proposed Operational Property Disposal-Rutherford**

THAT

1. Council express its in-principle support for the disposal of the property identified within this report
2. Council authorise the General Manager to progress negotiations between the relevant parties
3. A further report be brought back to Council following negotiations, for a final decision

### **20.2 Purchase of Heritage / Antique Traction Engine**

THAT

1. Council considers making an allocation in the 2026/2027 capital investment program to purchase the traction engine known as “Sooty” in line with the financial section of this report
2. Council delegates the General Manager to negotiate the purchase to an upper limit as listed within the financial section of this report and prior to 2026/2027 if required
3. Prior to finalising the purchase, the General Manager negotiate and enter into an agreement with Maitland Steam and Antique Machinery Association (MSAMA) to house, maintain and operate the subject plant (and any others) on behalf of Council within existing annual budget allocations.

### **20.3 Property Portfolio Summary-Oct 2025**

THAT

1. Council notes the contents of the Property Portfolio Summary as at 29 October 2025 and
2. Council notes the contents of the Commercial Property Holdings Leased list.

### **20.4 Tender Approval Bulk Fuel, Oil & Lubricants & Adblue**

THAT

1. Council enters into a contract with Maxi-Tankers Pty Ltd for the provision of supply and delivery of bulk fuel, oil and lubricants and Adblue to Maitland City Council for the period 1 October 2025 to 30 September 2028. and
2. That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 30 September 2029.

**COUNCIL RESOLUTION**

**THAT**

**The Committee recommendations be adopted.**

**Moved Cr M Griffin, 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	

## **22 Closure**

The meeting was declared closed at 8.35 pm.

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Chairperson