

Ordinary Meeting Minutes

21 April 2026

Table Of Contents

Item	Subject	Page No
	_Toc227930939	
1	INVOCATION.....	1
2	ACKNOWLEDGEMENT OF COUNTRY.....	1
3	APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE.....	1
4	DECLARATIONS OF INTEREST.....	2
5	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	2
6	BUSINESS ARISING FROM MINUTES.....	2
7	WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS.....	2
8	MAYORAL MINUTE.....	4
9	OFFICE OF THE GENERAL MANAGER.....	5
9.1	DRAFT DELIVERY PROGRAM 2025–2029 INCORPORATING THE OPERATIONAL PLAN 2026–27, DRAFT LONG-TERM FINANCIAL PLAN, DRAFT FEES AND CHARGES 2026–27 AND DRAFT ASSET MANGEMENT PLAN 2025–2029.....	5
10	CITY PLANNING.....	7
10.1	DEVELOPMENT APPLICATION 2025/734, ALTERATIONS AND ADDITIONS TO EXISTING DWELLING AND SHED, CONSTRUCTION OF A NEW SHED AND USE OF SHEDS AS A RURAL INDUSTRY AT 1021 LUSKINTYRE ROAD, LAMBS VALLEY.....	7
10.2	ADOPTION OF THE EAST MAITLAND CATALYST AREA STRUCTURE PLAN.....	10

10.3	ENDORSEMENT OF VOLUNTARY PLANNING AGREEMENT – THORNTON BRENTWOOD PTY LTD – A & D LAWRENCE FIELDS, THORNTON.....	12
10.4	EXHIBITION OF DRAFT DALMORE PARK BUSINESS AND INNOVATION PRECINCT DEVELOPMENT CONTROL PLAN.....	14
10.5	DA/2025/486 FOR 3 INTO 173 LOT TORRENS TITLE RESIDENTIAL SUBDIVISION AT 381 ANAMBAH ROAD ANAMBAH.....	16
10.6	EXHIBITION OF DRAFT AMENDMENT TO THE CITY WIDE SECTION 94 CONTRIBUTIONS PLAN 2016	19
11	CITY SERVICES.....	22
11.1	DISABILITY INCLUSION ACTION PLAN (2026–2030)	22
11.2	COMMUNITY INFRASTRUCTURE STRATEGY (2025–2045)	24
11.3	MORPETH TO WALKA SHARED PATHWAY – PUBLIC EXHIBITION OUTCOMES	27
11.4	LOCAL TRANSPORT FORUM MEETING MINUTES (MARCH 2026)	30
11.5	HERITAGE COLLECTION STORAGE AND EXHIBITION – UPDATE	33
12	CUSTOMER AND DIGITAL SERVICES	36
12.1	CEMETERY POLICY ALIGNMENT TO OPERATOR REGULATORY CHANGES.....	36
13	PEOPLE AND PERFORMANCE	38
14	FINANCE.....	39
14.1	DRAFT PROPERTY POLICY	39
14.2	STATEMENT OF FINANCIAL INVESTMENTS AS AT 31 MARCH 2026	41
14.3	DRAFT PARTNERSHIP AND ADVOCACY STRATEGY 2026–27.....	43
15	ITEMS FOR INFORMATION	45
15.1	CURRENT DEPOT STATUS AND FUTURE PLANNING.....	45

15.2	WRITER'S FESTIVAL - UPDATE.....	47
15.3	APPOINTMENT OF YOUTH WORKING PARTY MEMBERS	49
16	NOTICES OF MOTION/RESCISSION.....	50
16.1	WALKA MINIATURE RAILWAY	50
16.2	REDUCING COUNCIL RELIANCE ON IMPORTED FUELS AND IMPROVING FUEL SECURITY	52
17	QUESTIONS WITH NOTICE	55
17.1	THORNTON BYPASS ROAD	55
17.2	FUEL CRISIS.....	56
17.3	RUTHERFORD PUBLIC PEDESTRIAN SAFETY.....	57
18	URGENT BUSINESS.....	58
19	COMMITTEE OF THE WHOLE	59
19.1	CONSIDERATION OF TENDERS - PROJECT ENGINEERING AND PROJECT MANAGEMENT PANEL.....	59
19.2	POTENTIAL ACQUISITION-MAITLAND	61
15	COMMITTEE OF THE WHOLE RECOMMENDATIONS	64
16	CLOSURE.....	65

Present

Cr Amelia Aitchison
Cr Don Ferris
Cr Kristy Flannery
Cr Mitchell Griffin
Cr Bill Hackney
Cr Ken Jordan
Cr Philip Penfold, Mayor
Cr Warrick Penfold
Cr Ben Whiting
Cr Ben Worth
Cr Mike Yarrington

1 Invocation

Pastor Jody Gale from Hope Unlimited Church read the customary prayer at the commencement of the meeting.

2 Acknowledgement of Country

The General Manger read the Acknowledgement of Country.

3 Apologies, Leave of Absence and Remote Attendance

COUNCIL RESOLUTION

THAT the apology received for the unavoidable absences of Cr R Barstow and Cr S Halliday be accepted and leave of absence granted

Moved Cr K Jordan, Seconded Cr D Ferris

CARRIED

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

For:	Cr A Atkinson	Against:
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	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 17 March 2026 be confirmed.

Moved Cr K Flannery, Seconded Cr M Griffin

CARRIED

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

For:	Cr A Atkinson	Against:
	Cr D Ferris	
	Cr K Flannery	
	Cr M Griffin	
	Cr B Hackney	
	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

Withdrawal of Item 10.2 Adoption of the East Maitland Catalyst Area (EMCA) Structure Plan due the identification of an administrative error WITHIN THE REPORT

COUNCIL RESOLUTION

THAT Council accept the withdrawal of Item 10.2 Adoption of the East Maitland Catalyst Area (EMCA) Structure Plan.

Moved Cr M Griffin, Seconded Cr B Worth

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

8 Mayoral Minute

Nil

DRAFT

9 Office of the General Manager

9.1 Draft Delivery Program 2025–2029 Incorporating the Operational Plan 2026–27, Draft Long–Term Financial Plan, Draft Fees and Charges 2026–27 and Draft Asset Management Plan 2025–2029

FILE NO: 35/33/21

ATTACHMENTS:

1. Draft Delivery Program 2025–2029 incorporating the Operational Plan 2026–27
2. Draft Fees and Charges 2026–27
3. Draft Long–Term Financial Plan 2026–2036
4. Draft Asset Management Planning including Policy, Strategy and Plan 2025–2029 (Under Separate Cover)

RESPONSIBLE OFFICER: Executive Manager Finance
Manager Corporate Performance and Engagement

AUTHOR: Corporate Strategy Lead
Manager Financial Reporting
Manager Financial Services
Corporate Planning & Reporting Officer

MAITLAND'S FUTURE 4 Achieving together

COUNCIL OBJECTIVE: 4.3.1 Informed planning

EXECUTIVE SUMMARY

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

The draft Operational Plan 2026-27 is about delivering on the program, and details the actions, planned infrastructure works, budget, revenue policy, and fees and charges for the coming year. The plan is underpinned by a draft operating spend of \$168.9 million and a proposed capital works spend of \$56 million for 2026-27 and a further \$132.2 million for the remaining Delivery Program period 2026-29. Employing more than 565 full-time and part-time employees, who will deliver the full range of Council services.

In developing the Operational Plan, Council has incorporated the 3.2 per cent rate peg issued by the Independent Pricing and Regulatory Tribunal (IPART) for 2025-27 for the Maitland Local Government Area.

The Long-Term Financial Plan helps Council plan responsibly for the future by forecasting income and costs over the next ten years. It supports informed decision-making to keep services running, respond to changing conditions, and ensure long-term financial

sustainability. The Long-Term Financial Plan is reviewed and updated annually to align with the development of the Operational Plan.

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

This report recommends public exhibition from Thursday 23 April to Sunday 24 May 2026.

OFFICER'S RECOMMENDATION

THAT

- Council resolves to place the Draft Delivery Program 2025–2029 incorporating the Operational Plan 2026–27, Draft Long–Term Financial Plan 2026–2036, Draft Fees and Charges 2026–27 and Draft Asset Management Plan 2025–2029 on public exhibition for at least 28 days prior to final consideration by Council.**

COUNCIL RESOLUTION

THAT

- Council resolves to place the Draft Delivery Program 2025–2029 incorporating the Operational Plan 2026–27, Draft Long–Term Financial Plan 2026–2036, Draft Fees and Charges 2026–27 and Draft Asset Management Plan 2025–2029 on public exhibition for at least 28 days prior to final consideration by Council.**

Moved Mayor P Penfold, Seconded Cr K Jordan

CARRIED

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

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

10 City Planning

10.1 Development Application 2025/734, Alterations and Additions to Existing Dwelling and Shed, Construction of a New Shed and Use of Sheds as a Rural Industry at 1021 Luskintyre Road, Lambs Valley

FILE NO:	DA/2025/734
ATTACHMENTS:	<ol style="list-style-type: none">1. Locality Plan2. Development Plans3. Assessment Report (Under Separate Cover)4. Reasons for Refusal5. Submissions (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Manager Development Principal Planner
AUTHOR:	Andrew Leese – Senior Development Planner
APPLICANT:	Tattersall Lander Pty Ltd
OWNER:	KJR Haulage and Pastoral Pty Ltd
PROPOSAL:	Alterations and Additions to Existing Dwelling and Shed, Construction of a New Shed and Use of Sheds as a Rural Industry
LOCATION:	1021 Luskintyre Road, LAMBS VALLEY
ZONE:	RUI – Primary Production

EXECUTIVE SUMMARY

*Development Application No. DA/2025/734 was lodged with Council on 9 September 2025 seeking development consent for Alterations and Additions to an Existing Dwelling and Shed, Construction of a New Shed and Use of Sheds as a Rural Industry at 1021 Luskintyre Road, Lambs Valley (refer to **Attachment 1** for the Locality Plan and **Attachment 2** for the Development Plans).*

This matter is being reported to Council due to three Councillors calling the Development Application up for determination on 1 October 2025.

The application was publicly notified for a period of 14 days from 11 September to 1 October 2025 in accordance with Maitland Development Control Plan (MDCP) 2011 and Council's Community Participation Plan (CPP). Fifteen (15) submissions of objection were received. The concerns raised by the objectors include traffic impacts, environmental impacts, visual impacts and conflict with the character of surrounding rural lands in relation to permissibility of the use.

Under the Maitland Local Environmental Plan (MLEP) 2011, the site is zoned RU1 – Primary Production with Rural Industries permitted in the zone. However, permissibility concerns are raised with the proposed development best defined as a “Truck Depot”, which is not permitted in the RU1 – Primary Production zone.

The location of the new drive through truck shed fails to comply with setback controls contained within the MDCP 2011. There are also potential amenity and environmental impacts caused by the proposed use, which are unresolved.

*An assessment of the application has been undertaken against Section 4.15(1) of the EP&A Act, 1979 (refer to **Attachment 3**). The proposed development is not considered to be acceptable in terms of the relevant matters for consideration under the Act and accordingly, is recommended for refusal, for reasons contained in **Attachment 4**.*

OFFICER’S RECOMMENDATION

THAT

1. **DA/2025/734 for Alterations and Additions to Existing Dwelling and Shed, Construction of a New Shed and Use of Sheds as a Rural Industry at 1021 Luskintyre Road, Lambs Valley is refused for the reasons provided in Attachment 4 of this report.**

COUNCIL RESOLUTION

THAT

1. **DA/2025/734 for Alterations and Additions to Existing Dwelling and Shed, Construction of a New Shed and Use of Sheds as a Rural Industry at 1021 Luskintyre Road, Lambs Valley is refused for the reasons provided in Attachment 4 of this report.**

Moved Cr A Atkinson, Seconded Cr M Yarrington

CARRIED

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

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

10.2 Adoption of the East Maitland Catalyst Area Structure Plan

FILE NO:	103/185
ATTACHMENTS:	<ol style="list-style-type: none">1. Response to Submissions Report (Under Separate Cover)2. Draft East Maitland Catalyst Area Structure Plan (Under Separate Cover)3. Draft Infrastructure Needs Analysis (Under Separate Cover)4. Draft Social Infrastructure Needs Assessment (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Acting Manager Strategic Planning Strategic Planning Policy Lead
AUTHOR:	Senior Strategic Planner
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.1.3 Housing diversity

EXECUTIVE SUMMARY

On 21 October 2025, Council resolved to place the draft East Maitland Catalyst Area (EMCA) Structure Plan and the supporting Social Needs Analysis and Infrastructure Needs Analysis (together referred to as the draft EMCA Structure Plan) on public exhibition. The public exhibition period occurred from 27 October to 24 November 2025. During the exhibition period, 27 submissions were received. One submission objected to the Structure Plan, while the remaining submissions generally supported the Structure Plan in principle, noting the need to address matters such as traffic, infrastructure capacity, and impacts on neighbourhood character as growth occurs.

The purpose of this report is to outline the outcomes of public exhibition and recommend adoption of the final EMCA Structure Plan. Following adoption, endorsement of the EMCA Structure Plan will be sought from the Department of Planning, Housing and Infrastructure (DPHI).

OFFICER'S RECOMMENDATION

THAT

- 1. Council acknowledges the Response to Submissions Report (Attachment 1).**
- 2. The East Maitland Catalyst Area Structure Plan (Attachment 2) be adopted.**
- 3. Council notes the Infrastructure Needs Analysis (Attachment 3) and Social Needs Analysis (Attachment 4).**
- 4. Notification of Council's decision be provided to those who made a submission.**
- 5. Implementation of the EMCA Structure Plan commence through the preparation of Council initiated planning proposals and precinct area plans.**
- 6. Council submits the draft East Maitland Catalyst Area Structure Plan and the supporting documents (Attachment 2, 3 and 4) to the Department of Planning, Housing and Infrastructure for endorsement.**

WITHDRAWN

DRAFT

10.3 Endorsement of Voluntary Planning Agreement – Thornton Brentwood Pty Ltd – A & D Lawrence Fields, Thornton

FILE NO:	103/41/66
ATTACHMENTS:	1. Draft VPA For Execution (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Acting Manager Strategic Planning Acting Coordinator City Planning Principal Development Contributions Planner
AUTHOR:	Development Contributions Officer
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.3 Safe and efficient road networks

EXECUTIVE SUMMARY

On 15 July 2025, Council resolved to accept the revised offer from Thornton Brentwood Pty Ltd to enter into the Voluntary Planning Agreement (VPA) and delegate approval of the exhibition of the document to the General Manager. The exhibition period occurred between 30 January to 2 March 2026. During the exhibition no submissions were received.

This report seeks Council endorsement to enter into and execute the VPA under delegated authority to the General Manager.

OFFICER'S RECOMMENDATION

THAT

- 1. Council endorses the Voluntary Planning Agreement between Maitland City Council and Thornton Brentwood Pty Ltd as provided in Attachment 1.**
- 2. Council delegates authority to the General Manager to enter into and execute the Voluntary Planning Agreement.**

COUNCIL RESOLUTION

THAT

- 1. Council endorses the Voluntary Planning Agreement between Maitland City Council and Thornton Brentwood Pty Ltd as provided in Attachment 1.**
- 2. Council delegates authority to the General Manager to enter into and execute the Voluntary Planning Agreement.**

Moved Cr M Yarrington, Seconded Cr W Penfold

CARRIED

The division resulted in 10 for and 1 against, as follows:

For:

Cr A Atkinson
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

Cr D Ferris

10.4 Exhibition of Draft Dalmore Park Business and Innovation Precinct Development Control Plan

FILE NO:	DCP25001
ATTACHMENTS:	1. Draft Development Control Plan (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Acting Manager Strategic Planning Acting Coordinator City Planning
AUTHOR:	Principal Strategic Planner
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.1.2 Strengthened and diversified precincts

EXECUTIVE SUMMARY

The Rutherford Employment Lands Urban Release Area (URA), known as the Dalmore Park Business and Innovation Precinct, comprises approximately 256 hectares of land zoned E3 Productivity Support, C3 Environmental Management and RU2 Rural Landscape. The precinct is strategically located immediately west of the Rutherford Employment Precinct and is intended to support future employment growth through a range of employment-generating uses, while providing for the protection and management of environmentally significant land.

The site is identified in Council's strategic planning framework as an important employment land opportunity. It aligns with Maitland's Local Strategic Planning Statement 2040+ and Council's Economic Development Strategy 2025-2035, both of which recognise the importance of the precinct in supporting additional employment growth, local job creation and broader economic development.

A draft Dalmore Park Business and Innovation Precinct URA Development Control Plan has been prepared for the subject land. This report seeks Council's endorsement to place the draft plan on public exhibition for a minimum period of 28 days.

OFFICER'S RECOMMENDATION

THAT

- 1. The draft Dalmore Park Business and Innovation Precinct Urban Release Area Development Control Plan (Attachment 1) be placed on public exhibition for a minimum of 28 days; and**
- 2. Should there be no submissions of objection:**

- a. Council adopts the Dalmore Park Business and Innovation Precinct Urban Release Area 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. The draft Dalmore Park Business and Innovation Precinct Urban Release Area Development Control Plan (Attachment 1) be placed on public exhibition for a minimum of 28 days; and
2. Should there be no submissions of objection:
 - a. Council adopts the Dalmore Park Business and Innovation Precinct Urban Release Area 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 Mayor P Penfold, Seconded Cr D Ferris

CARRIED

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

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

10.5 DA/2025/486 for 3 into 173 Lot Torrens Title Residential Subdivision at 381 Anambah Road Anambah

FILE NO:	DA2025/486
ATTACHMENTS:	<ol style="list-style-type: none">1. Locality Plan2. Development Plans (Under Separate Cover)3. Assessment Report (Under Separate Cover)4. Recommended Conditions of Consent (Under Separate Cover)5. Submissions (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Planning Manager Development Principal Planner
AUTHOR:	Senior Development Planner
APPLICANT:	DB20 Pty Limited
OWNER:	DB20 Pty Limited
PROPOSAL:	Three (3) into 173 Lot Torrens Title Residential Subdivision, Two (2) Super Lots, One (1) Drainage Reserve, Residue Land, Constructed in Four (4) stages
LOCATION:	381 Anambah Road, ANAMBAH NSW 2320 Lot A DP 431640, Lot 2 DP 1110433, Lot 1 DP 1110433
ZONE:	R1 General Residential Zone

EXECUTIVE SUMMARY

*This proposal seeks development consent for a Three (3) into 173 Lot Torrens Title Staged Residential Subdivision including Two (2) Super Lots, One (1) Drainage Reserve, Earthworks and Infrastructure Services at 381 Anambah Road, Anambah (refer to **Attachment 1** for the Locality Plan and **Attachment 2** for the Development Plans).*

The subject site is located within the Anambah Urban Release Area (URA) and will rely on a public road, known as the Western Link Road, determined under Part 5 of the Environmental Planning and Assessment (EP&A) Act 1979 on 10 December 2025.

The application was placed on hold pending the adoption of a site-specific Development Control Plan for the mapped URA land. The Anambah Development Control Plan was adopted by Council on 17 March 2026.

The applicant was also required to address issues including access/roads, bushfire, essential servicing, stormwater, flooding, contamination, bulk earthworks, vegetation management/landscaping, social impacts and surrounding land uses. These items have now

been satisfactorily addressed, or where the item has not been addressed via additional information, a condition of consent is recommended to ensure compliance with relevant legislation.

The proposal obtained the concurrence of the NSW Rural Fire Service (NSW RFS), Department of Planning and Environment – Water (DPE-W) and Department of Planning and Environment – Heritage NSW. General Terms of Approval (GTA) have been received from these agencies.

*The application is reported to Council for determination as it received eighteen (18) submissions during the exhibition period, and the estimated cost of development exceeds Council staff delegation. Consideration of the submissions is outlined below and in the Planner's Assessment Report (**Attachment 3**).*

The proposal is generally consistent with the subdivision and Anambah URA Plan requirements of Maitland Development Control Plan (MDCP) 2011. The application has been assessed against the relevant heads of consideration under Section 4.15(1) in the EP&A Act 1979 and considered to be satisfactory subject to the imposition of conditions.

OFFICER'S RECOMMENDATION

THAT

- 1. DA2025/486 for three (3) into 173 Lot Torrens Title Subdivision at 381 Anambah Road, Anambah is approved as a deferred commencement subject to the recommended schedule of conditions of consent contained in Attachment 4 of this report.**

COUNCIL RESOLUTION

THAT

- 1. DA2025/486 for three (3) into 173 Lot Torrens Title Subdivision at 381 Anambah Road, Anambah is approved as a deferred commencement subject to the recommended schedule of conditions of consent contained in Attachment 4 of this report.**

Moved Cr K Jordan, Seconded Cr B Hackney

CARRIED

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

The division resulted in 10 for and 1 against, as follows:

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

DRAFT

10.6 Exhibition of Draft Amendment to the City Wide Section 94 Contributions Plan 2016

FILE NO:	103/157 and 103/59
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Draft City Wide Infrastructure Contributions Plan 2016 - Haulage Amendment (Under Separate Cover) 2. Submission 3. Response to submissions report
RESPONSIBLE OFFICER:	Director City Planning Acting Manager Strategic Planning Acting Coordinator City Planning Principal Development Contributions Planner
AUTHOR:	Development Contributions Specialist
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.3 Safe and efficient road networks

EXECUTIVE SUMMARY

The Road and Traffic Facilities Chapter of the Maitland City Wide Section 94 Contributions Plan 2016 (the Plan) includes a levy applying to extractive industries to support the maintenance of haulage routes across the city. A review of the levy identified the need to amend the Plan to better reflect Council's costs associated with maintaining those routes. The review also identified the need to broaden the levy so that it applies to development, other than extractive industries, that generates heavy haulage movements.

At its meeting of 18 March 2025, Council resolved to publicly exhibit a draft amendment to the Plan (the draft Plan). The draft Plan was exhibited from 24 March to 21 April 2025, during which one submission was received. The matters raised in that submission, and the additional amendments made to the draft Plan in response, are addressed in this report.

As material changes have been made to the exhibited version of the draft Plan, officers recommend that the amended draft Plan be placed on public exhibition for a further 28 days, with any submissions received to be considered before the Plan is finalised.

OFFICER'S RECOMMENDATION

THAT

1. Council publicly exhibits the draft amendments to the Maitland City Wide Local Infrastructure Contributions Plan 2016, as identified in Attachment 1, for a minimum period of 28 days.
2. If no material submissions objecting to the draft amendments are received:
 - a. Council adopts the City Wide Local Infrastructure Contributions Plan, as amended.
 - b. Council delegates authority to the General Manager to make any minor amendments. Any material changes are to be reported back to Council.
3. If one or more material submissions objecting to the draft amendments are received, a further report be presented to Council for consideration.

COUNCIL RESOLUTION

THAT

1. Council publicly exhibits the draft amendments to the Maitland City Wide Local Infrastructure Contributions Plan 2016, as identified in Attachment 1, for a minimum period of 28 days.
2. If no material submissions objecting to the draft amendments are received:
 - a. Council adopts the City Wide Local Infrastructure Contributions Plan, as amended.
 - b. Council delegates authority to the General Manager to make any minor amendments. Any material changes are to be reported back to Council.
3. If one or more material submissions objecting to the draft amendments are received, a further report be presented to Council for consideration.

Moved Mayor P Penfold, Seconded Cr B Worth

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

11 City Services

11.1 Disability Inclusion Action Plan (2026–2030)

FILE NO:	29/49
ATTACHMENTS:	1. DRAFT Disability Inclusion Action Plan (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Asset Management Coordinator Community & Recreation Planning Community Planner Community Planner
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.2.1 Diverse heritage and cultures

EXECUTIVE SUMMARY

The Disability Inclusion Act 2014 and Amendment 2022 provide a legislative framework that aims to make communities more inclusive for people with disability. The 2022 amendment largely relates to the State Disability Inclusion Action Plan (DIAP) however does call out the importance of all DIAP's capturing the needs and voices of LGBTQI+ people with a disability. This legislation requires Councils to prepare, endorse and deliver a Disability Inclusion Action Plan (DIAP), to be reviewed and renewed every four (4) years.

Maitland City Council's commitment to disability inclusion action planning is reinforced in the Delivery Program 2026-2029 where the objectives and strategies incorporate "inclusive and accessible" as a minimum standard. The DIAP also seeks opportunity to go above and beyond minimum standards such as the Disability Discrimination Act requirements where possible. The current DIAP was endorsed in November 2023 for the period of 2023-2026. These plans are developed to identify actions required to actively address the physical, social and systematic barriers faced by people with disability.

OFFICER'S RECOMMENDATION

THAT

- 1. Council resolves to place the draft Disability Inclusion Action Plan (2026–2030) in Attachment 1 on public exhibition for a 28 day period with submissions accepted for an additional 14 day period.**
- 2. A further report be prepared for Council's consideration in June 2026 following the exhibition of the draft Disability Inclusion Action Plan (2026–2030).**

COUNCIL RESOLUTION

THAT

1. Council resolves to place the draft Disability Inclusion Action Plan (2026–2030) in Attachment 1 on public exhibition for a 28 day period with submissions accepted for an additional 14 day period.
2. A further report be prepared for Council’s consideration in June 2026 following the exhibition of the draft Disability Inclusion Action Plan (2026–2030).

Moved Cr B Whiting, Seconded Cr A Atkinson

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

11.2 Community Infrastructure Strategy (2025–2045)

FILE NO:	29/55
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Community Infrastructure Strategy (Under Separate Cover) 2. Aquatic Centres Network Supporting Plan Summary (Under Separate Cover) 3. Community Facilities Network Supporting Plan Summary 4. Indoor Sports Network Supporting Plan Summary (Under Separate Cover) 5. Library and Museum Network Supporting Plan Summary (Under Separate Cover) 6. Maitland Regional Art Gallery and Public Art Network Supporting Plan Summary (Under Separate Cover) 7. Outdoor Recreation Network Supporting Plan Summary (Under Separate Cover) 8. Outdoor Sports Network Supporting Plan Summary (Under Separate Cover) 9. Playspaces Network Supporting Plan Summary (Under Separate Cover) 10. Public Open Space Network Supporting Plan Summary (Under Separate Cover) 11. Public Toilets Network Supporting Plan Summary (Under Separate Cover) 12. Public Exhibition Submissions Summary (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services Manager Community & Recreation
AUTHOR:	Coordinator Community & Recreation Planning
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.1.1 Quality open space network

EXECUTIVE SUMMARY

In 2020 Council endorsed the Maitland Local Strategic Planning Statement 2040+ (LSPS), which identified the development of a Community Infrastructure Strategy as a key priority. Additionally, the current Operational Plan includes action 1.1.2.6 Develop a Community Infrastructure Strategy to ensure our neighbourhoods have the right mix of facilities, open

spaces, and services for connected living. Further to this, on 9 December 2025, Council endorsed the draft Community Infrastructure Strategy 2025-2045 to be placed on an extended public exhibition period which formally concluded on 14 February 2026 with submissions received up until 28 February 2026. The strategy has been developed to provide a strategic framework to guide how Council plans and delivers new community infrastructure over the next twenty (20) years.

OFFICER'S RECOMMENDATION

THAT

- 1. Council note the submissions received during the public exhibition period as shown in Attachment 12.**
- 2. Council adopt the Community Infrastructure Strategy 2025-2045 and summary documents in Attachments 1-11.**
- 3. Notification of the outcome is provided to those who made a submission.**
- 4. A further report be provided to Council regarding benchmarks and standards for community infrastructure provision and the addition of the Cemeteries Supporting Plan Summary document.**

COUNCIL RESOLUTION

THAT

- 1. Council note the submissions received during the public exhibition period as shown in Attachment 12.**
- 2. Council adopt the Community Infrastructure Strategy 2025-2045 and summary documents in Attachments 1-11.**
- 3. Notification of the outcome is provided to those who made a submission.**
- 4. A further report be provided to Council regarding benchmarks and standards for community infrastructure provision and the addition of the Cemeteries Supporting Plan Summary document.**

Moved Mayor P Penfold, Seconded Cr B Hackney

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

11.3 Morpeth to Walka Shared Pathway – Public Exhibition Outcomes

FILE NO:	103/20
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Morpeth to Walka Whole Route as Exhibited – Showing Sections 2. Morpeth to Walka – Engagement Report 3. Section 1 – Rutherford to Maitland changes 4. Section 2 – Maitland to East Maitland changes 5. Section 1 and Section 2 with Changes 6. Section 3 – East Maitland to Morpeth – Option 1 and Option 2 routes
RESPONSIBLE OFFICER:	Director City Services Manager Asset Strategy and Engineering
AUTHOR:	Operations Manager Transport & Infrastructure Engineering
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.2 Connected active transport

EXECUTIVE SUMMARY

Community consultation for the revised route for the Morpeth to Walka shared path occurred from 25 August 2025 until 7 October 2025. 136 submissions were received.

The route is broken into 3 sections:

- Section 1 – Walka to Maitland CBD;*
- Section 2 – Maitland CBD to East Maitland;*
- Section 3 – East Maitland to Morpeth.*

Following the community consultation process, minor amendments have been made to the route for Section 1 from Walka to Maitland CBD and Section 2 from Maitland CBD to East Maitland.

Further Councillor and community consultation is proposed for Section 3 from East Maitland to Morpeth due to the extensive community feedback and the complexities associated with this section.

OFFICER'S RECOMMENDATION

THAT

- 1. The Morpeth to Walka Engagement Report (Attachment 2) be noted;**

2. Council endorses the proposed path route and the completion of detailed design for:
 - a. Section 1 – Walka to Maitland CBD with amendments noted as per Attachment 3, and
 - b. Section 2 – Maitland CBD to East Maitland with amendments noted as per Attachment 4;
3. Council endorses a third round of Councillor and community consultation for Section 3 of the route from East Maitland to Morpeth covering 2 options, as per Attachment 6:
 - a. Option 1 – The existing proposed route via Pitnacree and Brushfarm Road.
 - b. Option 2 – A proposed alternate route via Morpeth Road.
4. A further report be presented to Council following the third round of consultation to endorse the proposed route for Section 3 – East Maitland to Morpeth.

COUNCIL RESOLUTION

THAT

1. The Morpeth to Walka Engagement Report (Attachment 2) be noted;
2. Council endorses the proposed path route and the completion of detailed design for:
 - a. Section 1 – Walka to Maitland CBD with amendments noted as per Attachment 3, and
 - b. Section 2 – Maitland CBD to East Maitland with amendments noted as per Attachment 4;
3. Council endorses a third round of Councillor and community consultation for Section 3 of the route from East Maitland to Morpeth covering 2 options, as per Attachment 6:
 - a. Option 1 – The existing proposed route via Pitnacree and Brushfarm Road.
 - b. Option 2 – A proposed alternate route via Morpeth Road.
4. A further report be presented to Council following the third round of consultation to endorse the proposed route for Section 3 – East Maitland to Morpeth.

Moved Cr W Penfold, Seconded Cr M Griffin

CARRIED

The division resulted in 10 for and 1 against, as follows:

For:

Cr A Atkinson
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

Cr D Ferris

DRAFT

11.4 Local Transport Forum Meeting Minutes (March 2026)

FILE NO:	140/5
ATTACHMENTS:	<ol style="list-style-type: none"> 1. Local Transport Forum Minutes 5 March 2026 (Under Separate Cover) 2. RV Parking Signage Plan (Under Separate Cover)
RESPONSIBLE OFFICER:	<p>Director City Services Manager Asset Strategy and Engineering</p>
AUTHOR:	<p>Operations Manager Transport & Infrastructure Engineering Traffic Management Officer</p>
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	1.2.3 Safe and efficient road networks

EXECUTIVE SUMMARY

The minutes of Maitland City Council's Local Transport Forum meeting held on Thursday, 5 March 2026 are attached. At this meeting, the following reports were considered:

- 5.1 - NAIDOC March - The temporary road closure applications and associated traffic management plans for one (1) event, being the 2026 NAIDOC March in Maitland.*
- 5.2 - A report documenting works completed and recorded for the keeping of records under delegation from TfNSW.*
- 5.3 - Harold Gregson Reserve - A late report recommending updates to RV and general parking arrangements at Harold Gregson Reserve.*

OFFICER'S RECOMMENDATION

THAT

1. The Local Transport Forum meeting minutes for the meeting held on Thursday, 5 March 2026 be noted; and
2. Council approves the proposed traffic management plans and road closure information for the 2026 NAIDOC March, as per Local Transport Forum Item 5.1.
3. Council approves the proposed installation of RV and general parking signage in the carpark at Harold Gregson Reserve, as per the signage plan in attachment 2 and Local Transport Forum Item 5.3.
 - a. A signposted time limit of 72 hours in a 1 week period for RV parking is specified for the RV parking area at Harold Gregson Reserve;
 - b. The following conditions are added to signage to be installed adjacent to the RV parking area:

- i. Fully self-contained vehicles with their own water and sewer system only;
 - ii.No open fires;
 - iii. Dogs to be kept on a leash;
 - iv. No use of tents or swags.
- c. "No Stopping" between midnight and 5am signs installed throughout the carpark area adjacent to the RV Carpark Area at Harold Gregson Reserve to prohibit overnight camping.

COUNCIL RESOLUTION

THAT

1. The Local Transport Forum meeting minutes for the meeting held on Thursday, 5 March 2026 be noted; and
2. Council approves the proposed traffic management plans and road closure information for the 2026 NAIDOC March, as per Local Transport Forum Item 5.1.
3. Council approves the proposed installation of RV and general parking signage in the carpark at Harold Gregson Reserve, as per the signage plan in attachment 2 and Local Transport Forum Item 5.3.
 - a. A signposted time limit of 72 hours in a 1 week period for RV parking is specified for the RV parking area at Harold Gregson Reserve;
 - b. The following conditions are added to signage to be installed adjacent to the RV parking area:
 - i. Fully self-contained vehicles with their own water and sewer system only;
 - ii.No open fires;
 - iii. Dogs to be kept on a leash;
 - iv. No use of tents or swags.
 - c. "No Stopping" between midnight and 5am signs installed throughout the carpark area adjacent to the RV Carpark Area at Harold Gregson Reserve to prohibit overnight camping.

Moved Cr W Penfold, Seconded Cr K Flannery

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

11.5 Heritage Collection Storage and Exhibition – Update

FILE NO:	11/17
ATTACHMENTS:	<ol style="list-style-type: none"> 1. OMOM Actions Status Summary (Under Separate Cover) 2. Consultant's Report – Assessment Maitland Collection Store Maitland VIC Exhibition Centre 2025 (Under Separate Cover)
RESPONSIBLE OFFICER:	Director City Services
AUTHOR:	Manager Libraries & Learning
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.2.1 Diverse heritage and cultures

EXECUTIVE SUMMARY

At the Ordinary Meeting on 23 July 2024, Council resolved to consult with stakeholders and undertake a feasibility assessment (including operating and funding models) for:

- *a collection storehouse facility, and*
- *heritage exhibition and operating facility at the Visitor Information Centre (VIC), alongside development of a community and cultural strategy that considers infrastructure needs and funding requirements and community and financial aspirations.*

This report provides:

- *a consolidated update on progress against these resolutions (and related matters regarding future use of the VIC).*
- *a summary of consultation and feasibility assessment outcomes*
- *an update on relevant Open Museums Open Minds (OMOM) actions since adoption in 2018, and*
- *a suggested clear and sustainable path forward with remaining OMOM actions delivered through a Moveable Heritage Collection Policy and Governance Framework, and the draft Community Infrastructure Strategy (CIS).*

OFFICER'S RECOMMENDATION

THAT

1. **Council notes the information provided in the Consultant's report – Assessment: Maitland Collection Store Maitland VIC Exhibition Centre 2025, and the draft Community Infrastructure Strategy.**
2. **Council continues to advocate the NSW Government for a community led and managed cultural hub at Block J (former Maitland Hospital site).**

3. Council does not progress a Collection Store at Lawes Street, East Maitland, or an exhibition facility at the Visitor Information Centre (VIC), with an endorsed Community Infrastructure Strategy (CIS) providing direction on future community, recreation and cultural Infrastructure priorities.
4. The Visitor Information Centre (VIC) space is offered under a model where it is leased to a community group through an Expression of Interest process.
5. Council endorses the development of a Moveable Heritage Collection Management Policy to guide Council's responsibilities and inform evidence-based collection asset planning aligning to the Community Infrastructure Strategy.

COUNCIL RESOLUTION

THAT

1. Council notes the information provided in the Consultant's report – Assessment: Maitland Collection Store Maitland VIC Exhibition Centre 2025, and the draft Community Infrastructure Strategy.
2. Council continues to advocate the NSW Government for a community led and managed cultural hub at Block J (former Maitland Hospital site).
3. Council does not progress a Collection Store at Lawes Street, East Maitland, or an exhibition facility at the Visitor Information Centre (VIC), with an endorsed Community Infrastructure Strategy (CIS) providing direction on future community, recreation and cultural Infrastructure priorities.
4. The Visitor Information Centre (VIC) space is offered under a model where it is leased to a community group through an Expression of Interest process.
5. Council endorses the development of a Moveable Heritage Collection Management Policy to guide Council's responsibilities and inform evidence-based collection asset planning aligning to the Community Infrastructure Strategy.

Moved Cr M Yarrington, Seconded Cr K Jordan

CARRIED

The division resulted in 10 for and 1 against, as follows:

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

DRAFT

12 Customer and Digital Services

12.1 Cemetery Policy Alignment to Operator Regulatory Changes

FILE NO:	26/1
ATTACHMENTS:	1. Cemetery Policy 2. Cemetery Policy 2024
RESPONSIBLE OFFICER:	Executive Manager Customer & Digital Services
AUTHOR:	Manager Enterprise Architecture
MAITLAND'S FUTURE	1 Liveable Maitland
COUNCIL OBJECTIVE:	

EXECUTIVE SUMMARY

Maitland City Council is aligning its policies with current legal requirements, best practices, and organizational standards. This Cemetery Policy ensures that Council-managed cemeteries are administered in a manner that reflects compliance, transparency, and respect for community needs and heritage preservation.

OFFICER'S RECOMMENDATION

THAT

1. Council endorses the revised Cemetery Policy to be placed on public exhibition for a period of 28 days
2. Council adopts the revised Cemetery Policy should there be no submissions of objection
3. Council adopts the revised Cemetery Policy and delegates any minor changes to the General Manager, any significant changes will result in a further report to Council.

COUNCIL RESOLUTION

THAT

- 1. Council endorses the revised Cemetery Policy to be placed on public exhibition for a period of 28 days**
- 2. Council adopts the revised Cemetery Policy should there be no submissions of objection**
- 3. Council adopts the revised Cemetery Policy and delegates any minor changes to the General Manager, any significant changes will result in a further report to Council.**

Moved Cr M Griffin, Seconded Cr K Jordan

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

13 People and Performance

Nil

DRAFT

14 Finance

14.1 Draft Property Policy

FILE NO:	84/14
ATTACHMENTS:	1. Draft Property Policy – 1.0
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Strategic Property Manager
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

EXECUTIVE SUMMARY

Council manages a diverse portfolio of property assets including commercial, residential, community and strategic investment properties. To ensure these assets are managed in a transparent, consistent and financially responsible manner, a Draft Property Policy has been developed.

The Policy establishes a clear governance framework for the leasing, licensing, acquisition, disposal and stewardship of Council-owned and Council-controlled property. It outlines principles, roles, responsibilities and approval pathways to support ethical, defensible and value-for-money decision-making.

The Draft Property Policy 1.0 (Attachment 1) was presented to the Property Advisory Panel at its meeting held on 25 March 2025, with minor feedback received.

This report seeks Council endorsement to place the Draft Property Policy on public exhibition for a minimum period of 28 days to enable community and stakeholder feedback prior to final adoption.

OFFICER'S RECOMMENDATION

THAT

- 1. Council endorses the Draft Property Policy 1.0 (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 Property Policy.**
 - b. Council delegates authority to the General Manager to approve any minor amendments to the Policy. Any significant changes will be the subject of a further report to Council for consideration.**

COUNCIL RESOLUTION

THAT

- 1. Council endorses the Draft Property Policy 1.0 (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 Property Policy.**
 - b. Council delegates authority to the General Manager to approve any minor amendments to the Policy. Any significant changes will be the subject of a further report to Council for consideration.**

Moved Cr M Griffin, Seconded Cr B Hackney

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

14.2 Statement of Financial Investments as at 31 March 2026

FILE NO:	82/2
ATTACHMENTS:	1. Council's Holdings as at 31 March 2026
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 requires Council to report on its investments.

As at the end of March 2026, Council had investments totaling \$254,129,569 under management.

Council's investment portfolio recorded a marked-to-market return of 3.55% per annum versus the bank bill index benchmark return of 3.80% per annum. The actual investment return for the month of March was \$725,024, an unfavourable variance of \$166,223 when compared to the revised monthly budget forecasts of \$891,247.

The revised year-to-date budget forecast for investment returns is \$8,021,226. The actual investment returns for the year-to-date are \$8,050,999 amounting to a favourable variance of \$29,773 which can be attributed to a combination of the current interest rate environment and additional capital for investment.

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 M Griffin, Seconded Cr M Yarrington

CARRIED

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

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

14.3 Draft Partnership and Advocacy Strategy 2026–27

FILE NO:	35/22/21
ATTACHMENTS:	1. Draft Partnership and Advocacy Strategy 2026–2027
RESPONSIBLE OFFICER:	Executive Manager Finance
AUTHOR:	Manager Corporate Performance and Engagement Corporate Grants Officer
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.3.2 Advocacy and partnerships

EXECUTIVE SUMMARY

The Partnerships and Advocacy Strategy identifies how we intend to prioritise and deliver infrastructure and services to achieve Maitland's Future. Working together, partnering with different levels of government and private industry, we can create a connected city with thriving communities. The Partnerships and Advocacy Strategy is reviewed and updated annually to align with the development of the annual Operational Plan and Budget.

This report recommends public exhibition from Thursday 23 April to Sunday 24 May 2026.

OFFICER'S RECOMMENDATION

THAT

1. Council resolves to place the Draft Partnerships and Advocacy Strategy on public exhibition for at least 28 days prior to final consideration by Council.

COUNCIL RESOLUTION

THAT

1. Council resolves to place the Draft Partnerships and Advocacy Strategy on public exhibition for at least 28 days prior to final consideration by Council.

Moved Cr M Yarrington, Seconded Cr B Hackney

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

15 Items for Information

15.1 Current Depot Status and Future Planning

FILE NO:	12/10
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services
AUTHOR:	Manager Works Manager Asset Strategy and Engineering Civil Engineer
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.3 Transparent decision making

EXECUTIVE SUMMARY

Council's primary works depot is located at 10A Metford Road, East Maitland (DP755237). The site has supported operational services for over 50 years. However, the depot is now approaching its capacity.

Over the past 15 years the Maitland Local Government Area (LGA) has experienced strong population growth. This has resulted in increased infrastructure assets and greater demand for Council services.

During this period:

- Depot based staff numbers have increased from 150 to 200.*
 - Council's plant fleet has grown from 141 items to 241 items.*
- Infrastructure assets across the LGA have increased significantly. From Council's Annual Financial Statements, the Special Schedule No. 2: Report on infrastructure assets shows that Gross Replacement Costs (GRC) increased by \$1.23bn, from \$1.11bn at 30 June 2016 to \$2.34bn at 30 June 2025.*

The current depot site is 3.3 hectares, is landlocked and has no capacity for expansion. Parking and plant storage are already constrained. Population projections indicate the LGA will grow by 45,000 residents in the next 15 years, with most growth occurring west of Maitland CBD.

To support future growth, Council will need to consider additional depot capacity or an alternative depot location. Options include a second depot or multiple satellite sites in the west of the LGA or a future consolidated depot facility. Early planning will allow Council to identify suitable sites and plan for long-term infrastructure investment.

OFFICER'S RECOMMENDATION

THAT the information contained in this Report be noted.

COUNCIL RESOLUTION

THAT the information contained in this Report be noted.

Moved Mayor P Penfold, Seconded Cr K Jordan

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

15.2 Writer's Festival - Update

FILE NO:	35/4/7
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services Manager Libraries & Learning
AUTHOR:	Coordinator Community Participation
MAITLAND'S FUTURE	3 Vibrant Maitland
COUNCIL OBJECTIVE:	3.2.4 Community connections

EXECUTIVE SUMMARY

This report responds to Council resolution of 20 May 2025, requesting investigation into opportunities for Maitland City Council to participate in or host satellite events as part of regional, state or national literary or writer's festival programming. The report outlines investigations undertaken, assesses benefits and costs of different models, and identifies venues, partnerships and community engagement opportunities that support a sustainable literary program into 2026-2027, and future years.

Investigations identify that a staged, year-round literary program, supported by partnerships and grant funding opportunities (where available), provides the most sustainable and equitable outcomes for building literacy development and a reading culture in the city.

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 A Atkinson, Seconded Cr B Worth

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

DRAFT

15.3 Appointment of Youth Working Party Members

FILE NO:	35/7/4
ATTACHMENTS:	1. DRAFT Terms of Reference – Youth Working Party
RESPONSIBLE OFFICER:	Director City Services Manager Community & Recreation
AUTHOR:	Coordinator City Events & Activation Team Leader Events Community Development & Programs Officer
MAITLAND'S FUTURE	4 Achieving together
COUNCIL OBJECTIVE:	4.1.1 Meaningful consultation and engagement

EXECUTIVE SUMMARY

This report responds to the Council resolution of 16 September 2025, regarding the establishment of a working party and hosting a Youth Forum.

This report is to provide Council with an update on the establishment of the Youth Working Party including details on the selection process, member appointments and the number of members selected who will guide the planning and delivery of the Youth Forum in 2026.

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 B Worth, Seconded Cr A Atkinson

CARRIED

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

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

16 Notices of Motion/Rescission

16.1 Walka Miniature Railway

Notice of Motion Submitted by Cr Mitchell Griffin

FILE NO: 35/8/4
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: General Manager

Cr Mitchell Griffin has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on Tuesday, 21 April 2026:

THAT

1. Council notes the unsuccessful EOI process that was carried out in respect to seeking an operator for the Walka Miniature Railway.
2. Council staff explore other opportunities to promote community group participation, at "arm's length" to Council, in running the Walka Miniature Railway by bringing together interested people.
3. That a report be provided to Councils Sport, Recreation and Leisure Strategic committee for review by September 2026.

PROCEEDINGS IN BRIEF

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

THAT

1. Council notes the unsuccessful EOI process that was carried out in respect to seeking an operator for the Walka Miniature Railway.
2. Council staff explore other opportunities to promote community group participation, at "arm's length" to Council, in running the Walka Miniature Railway by bringing together interested people.
3. That a report be provided to Councils Sport, Recreation and Leisure Strategic committee for review by September 2026.
4. Council make considerations as part of the 26/27 operational plan for initial administrative assistance and possible funding support to assist the establishment of any group.

The motion when put to the meeting was declared carried.

COUNCIL RESOLUTION

THAT

1. Council notes the unsuccessful EOI process that was carried out in respect to seeking an operator for the Walka Miniature Railway.
2. Council staff explore other opportunities to promote community group participation, at “arm’s length” to Council, in running the Walka Miniature Railway by bringing together interested people.
3. That a report be provided to Councils Sport, Recreation and Leisure Strategic committee for review by September 2026.
4. Council make considerations as part of the 26/27 operational plan for initial administrative assistance and possible funding support to assist the establishment of any group.

Moved Cr M Griffin, Seconded Mayor P Penfold

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

16.2 Reducing Council Reliance on Imported Fuels and Improving Fuel Security

Notice of Motion Submitted by Cr Don Ferris

FILE NO:	35/8/4
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	General Manager

Cr Don Ferris has indicated his intention to move the following Notice of Motion at the next Council Meeting being held on 21 April 2026:

THAT Council:

- 1. Commits to reducing petrol and diesel use across Council's fleet by 50–70% within 5–7 years, by prioritising the transition of light passenger, pool, and administration vehicles to electric or plug in hybrid vehicles where fit for purpose.**
- 2. Adopts diesel exposure reduction targets for heavy vehicles and plant, through the progressive uptake and trialing of electric and hybrid alternatives where operationally suitable, and by aligning asset replacement cycles so diesel plant is retired as viable alternatives become available.**
- 3. Expands the installation of electric vehicle charging infrastructure for both:**
 - community use in key public locations, and**
 - Council operational use at depots, works yards, and Council facilities.**
- 4. Fast tracks the planning and delivery of an active transport network, including shared pathways and micro mobility infrastructure, to reduce reliance on private vehicle travel for short, local trips.**
- 5. Closely monitors and reports on the fleet transition, including regular public reporting of fuel use, energy consumption, and avoided fuel costs throughout the transition period.**

BACKGROUND

Council fleets are highly exposed to fuel price volatility and physical supply disruptions, as currently being experienced due to international instability and conflict in energy producing regions. Petrol and diesel are largely imported fuels, subject to global market shocks, supply chain disruptions, blockades, and geopolitical crises beyond local control.

By contrast, electricity—particularly when generated locally—is significantly more stable, predictable, and resilient. Transitioning Council's fleet away from petrol and diesel reduces reliance on single point diesel supply chains and strengthens Council's operational resilience.

PROCEEDINGS IN BRIEF

A motion was moved being the Notice of Motion.
(Cr D Ferris / Cr B Whiting)

Mayor P Penfold moved an amendment.
(Mayor P Penfold / Cr K Jordan)

THAT

Council reaffirms the strategic direction previously endorsed through the adoption of the Maitland City Council Environmental Sustainability Strategy 2030 by delegating authority to the General Manager to consider opportunities to reduce reliance on petrol and diesel across Council's plant and fleet assets where operationally feasible and financially prudent.

A point of order was raised by Cr B Hackney against Cr D Ferris in regard to his comment about a facebook page.
Cr D Ferris withdrew his comment.

The amendment when put to the meeting was declared carried.

The division resulted in 8 for and 3 against, as follows:

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

The amendment now becomes the motion.

COUNCIL RESOLUTION

THAT

- Council reaffirms the strategic direction previously endorsed through the adoption of the Maitland City Council Environmental Sustainability Strategy 2030 by delegating authority to the General Manager to consider opportunities to reduce reliance on petrol and diesel across Council's plant and fleet assets where operationally feasible and financially prudent.**

Moved Mayor P Penfold, Seconded Cr K Jordan

CARRIED

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

For:

Cr A Atkinson
Cr K Flannery
Cr M Griffin
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

Cr D Ferris
Cr B Hackney

DRAFT

17 Questions with Notice

17.1 Thornton Bypass Road

Submitted by Cr Mitchell Griffin

FILE NO:	35/7/2
ATTACHMENTS:	1. Response from Minister for Regional Transport and Roads 2. Response from Minister for Infrastructure, Transport, Regional Development and Local Government
RESPONSIBLE OFFICER:	General Manager

Cr Mitchell Griffin has asked the following Question With Notice for the Council Meeting being held on 21 April 2026:

In the last term of council the Councillors resolved to write to Transport for NSW requesting that they look into potential route options and their viability for further investigation, as a potential Thornton Bypass between Raymond Terrace Road and the New England Highway.

Can council officers advise whether there has been any reply back from TFNSW or the State Government?

RESPONSE BY DIRECTOR CITY SERVICES

In August 2023, Council wrote to the following recipients regarding the potential route options and their viability for further investigation, as a potential Thornton Bypass between Raymond Terrace Road and the New England Highway:

- Vicky Sisson, Director Planning North, Transport for New South Wales,
- Hon Jenny Aitchison, MP, Minister for Regional Transport and Roads,
- Hon Ms Catherine King, MP, Minister for Infrastructure, Transport, Regional Development and Local Government,
- Ms Meryl Swanson, MP, Minister for Paterson.

Attached are responses received from Hon Jenny Aitchison, MP, Minister for Regional Transport and Roads and Hon Ms Catherine King, MP, Minister for Infrastructure, Transport, Regional Development and Local Government.

Vicky Sisson from Transport for New South Wales acknowledged the receipt of Councils letter, but no further response was provided.

17.2 FUEL CRISIS

SUBMITTED BY CR MITCHELL GRIFFIN

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

Cr Mitchell Griffin has asked the following Question With Notice for the Council Meeting being held on 21 April 2026:

Can Council Officers advise how much the high petrol and diesel prices have under the current fuel crisis cost have council so far, and does council have a plan for rubbish collection and general services should there be a fuel shortage?

RESPONSE BY EXECUTIVE MANAGER FINANCE

Fuel consumption between December 2025 and March 2026 totalled approximately 296,544 litres, equating to around 74,000 litres per month.

Diesel fuel prices have increased from approximately \$1.61 per litre in January to \$2.93 per litre (including GST) as of 27 March 2026, resulting in increased operating costs for Council. If fuel prices remain at approximately \$3.00 per litre, based on current usage this would represent an increase of approximately \$100,000 per month.

The Executive Leadership Team (ELT) meet regularly to review and monitor the Business Continuity Plan in response to the current fuel situation.

The Local Government Sector, led by LGNSW, is advocating to the State and Federal Government for garbage collection to be recognized as an essential service for the purpose of fuel prioritization if fuel restrictions need to be introduced.

17.3 RUTHERFORD PUBLIC PEDESTRIAN SAFETY

SUBMITTED BY CR DON FERRIS

FILE NO: 35/8/4
ATTACHMENTS: 1. Traffic, Parking and Access Assessment -
Rutherford Technology High School
RESPONSIBLE OFFICER: Jeff Smith - General Manager

Cr Don Ferris has asked the following Question With Notice for the Council Meeting being held on 21 April 2026:

Rutherford Public is one of the largest schools in the state and is in close proximity to a busy preschool / daycare Centre and a large high school. There are numerous cross streets, a dangerous bend in the road and many of the intersections are blind when street parking is full at school drop off and pick up times. When was the last time a comprehensive traffic & pedestrian study was done in the vicinity of Rutherford Public school at peak school hour drop off and pick up times?

RESPONSE BY DIRECTOR CITY SERVICES

The attached Traffic, Parking and Access Assessment was completed in February 2014 as part of a Development Application at Rutherford Technology High School (RTHS). This Traffic, Parking and Access Assessment is in the vicinity of Rutherford Public School, covering a section of Weblands Street.

Council's Road Safety Officer has been undertaking targeted investigations in response to identified road safety issues at Rutherford Public School since 2022.

These actions include ongoing collaboration with Council's Traffic and Compliance teams, NSW Police, School Infrastructure NSW; regular term-based compliance operations; on-site monitoring and direct engagement with the school community in regard to the delivery of road safety education.

In addition, engineering and operational measures have been implemented or progressed, including the rotational use of speed advisory ("smiley face") signs on Weblands Street, review of signage, review of bus stop locations and requests for additional line marking.

Following a near miss in December 2025, pedestrian access changes (closure of Gate 1 at the school) were implemented to improve pedestrian safety and direct students to formal crossing points.

18 Urgent Business

Nil

A motion was moved that Council move into Committee of the Whole at 7.16 pm.

Moved Mayor P Penfold , Seconded Cr M Griffin

CARRIED

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

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

A motion was moved that Council move into Closed Session of the Committee of the Whole for the reasons specified in the Agenda, and closed the meeting to the public at 7.16 pm.

Moved Cr M Griffin , Seconded Cr B Worth

CARRIED

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

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

19 Committee of the Whole

19.1 Consideration of Tenders – Project Engineering and Project Management Panel

FILE NO:	441
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Director City Services Manager Works
AUTHOR:	Operations Manager Civil Projects Civil Engineer (Projects)
MAITLAND'S FUTURE	Outcome 2 Sustainable Maitland
COUNCIL OBJECTIVE:	2.2 Sustainable and resilient communities

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

EXECUTIVE SUMMARY

Tenders were called for the establishment of a project engineering and project management panel to provide a range of resources to assist in the delivery of the Capital Works Program and additional support in the event of a natural disaster. The roles requested included project engineers, project managers, design manager and specialists dealing with disaster recovery project and contract management.

The panel will be established by a standing offer deed with individual engagements executed on an as needs basis for short-term projects.

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.

COMMITTEE RECOMMENDATION**THAT**

1. Council accepts the proposals from the following Tenderers to establish the Project Engineering and Project Management Panel (listed alphabetically):
 - Civil Construction Solutions
 - DCPM
 - EJC Engineering and Project Management Service Pty Ltd
 - ENGENICOM PTY LTD
 - ESM Management Pty Ltd
 - Indus Engineering
 - Monteath Powys Pty Ltd
 - Nathan Skelly
 - NSW Public Works
 - TSA RILEY PTY LTD
2. Council gives delegated authority to the General Manager acting on behalf of Council to engage members of the panel tender on an as needs basis.

Moved Mayor P Penfold, Seconded Cr K Jordan

CARRIED

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

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

19.2 Potential Acquisition-Maitland

FILE NO:	33332 & 16390
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

Council was approached by private landowners to ascertain whether Council has an interest in the potential acquisition of a site for ongoing community use and operation.

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.

PROCEEDINGS IN BRIEF

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

THAT

1. Council authorises the General Manager, or his delegate, to negotiate the acquisition of the property the subject of this report, up to 15% less than the proposed limit identified within this report.
2. Council authorises the General Manager to sign any documentation related to the acquisition where required.
3. Council resolves to classify the land as Operational land.

The motion when put to the meeting was declared carried.

COMMITTEE RECOMMENDATION

THAT

- 1. Council authorises the General Manager, or his delegate, to negotiate the acquisition of the property the subject of this report, up to 15% less than the proposed limit identified within this report.**
- 2. Council authorises the General Manager to sign any documentation related to the acquisition where required.**
- 3. Council resolves to classify the land as Operational land.**

Moved Mayor P Penfold, Seconded Cr M Griffin

CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:

A motion was moved that Council resumed into Ordinary Council at 7.23 pm.

Moved Cr B Whiting, Seconded Cr M Yarrington

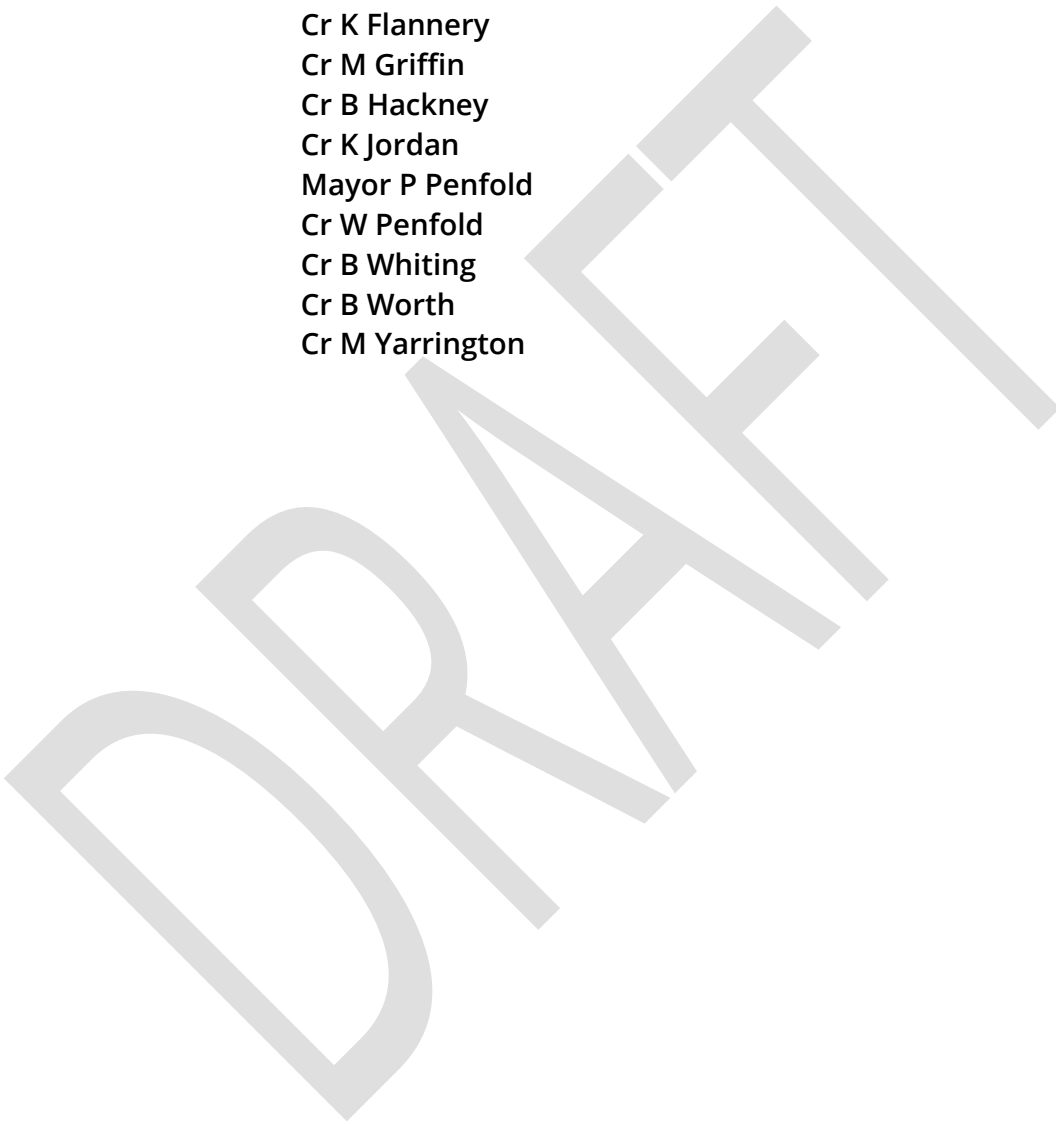
CARRIED

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

For:

Cr A Atkinson
Cr D Ferris
Cr K Flannery
Cr M Griffin
Cr B Hackney
Cr K Jordan
Mayor P Penfold
Cr W Penfold
Cr B Whiting
Cr B Worth
Cr M Yarrington

Against:



15 Committee of the Whole Recommendations

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

19.1 Consideration of Tenders - Project Engineering and Project Management Panel

THAT

1. Council accepts the proposals from the following Tenderers to establish the Project Engineering and Project Management Panel (listed alphabetically):
 - Civil Construction Solutions
 - DCPM
 - EJC Engineering and Project Management Service Pty Ltd
 - ENGENICOM PTY LTD
 - ESM Management Pty Ltd
 - Indus Engineering
 - Monteath Powys Pty Ltd
 - Nathan Skelly
 - NSW Public Works
 - TSA RILEY PTY LTD
2. Council gives delegated authority to the General Manager acting on behalf of Council to engage members of the panel tender on an as needs basis.

19.2 Potential Acquisition-Maitland

THAT

1. Council authorises the General Manager, or his delegate, to negotiate the acquisition of the property the subject of this report, up to 15% less than the proposed limit identified within this report.
2. Council authorises the General Manager to sign any documentation related to the acquisition where required.
3. Council resolves to classify the land as Operational land.

COUNCIL RESOLUTION

THAT

The committee recommendations be adopted.

Moved Cr K Jordan, Seconded Cr M Griffin

CARRIED

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

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

16 CLOSURE

The meeting was declared closed at 7.26 pm.

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Chairperson