



Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Maitland City Council** will be held in the Maitland Senior Citizens Centre, 15 Grant Street, Maitland 2320 and commencing at **5.30pm**.

## **ORDINARY MEETING**

### **AGENDA**

## **11 OCTOBER 2022**

**DAVID EVANS**  
**GENERAL MANAGER**

**Please note:**

Councillors are reminded of their Oath or Affirmation of Office to undertake their duties in the best interests of the people of the City and Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993, or any other Act to the best of their ability and judgement. Councillors are also reminded of their obligations under the Code of Conduct to disclose and appropriately manage conflicts of interest.

In accordance with the NSW Privacy and Personal Information Protection Act, you are advised that all discussion held during the Open Council meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, Staff member or a member of the public.



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**PRESENT**

**1 INVOCATION**

**2 ACKNOWLEDGEMENT OF COUNTRY**

**3 APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE**

**4 DECLARATIONS OF INTEREST**

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

- *The Minutes of the Ordinary Meeting held 27 September 2022 be confirmed.*

**6 BUSINESS ARISING FROM MINUTES**

**7 WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS**

**8 PUBLIC ACCESS**

**9 MAYORAL MINUTE**

**10 GENERAL MANAGER'S REPORTS**

Nil

## **11 PLANNING AND ENVIRONMENT**

### **11.1 UPDATE OF NSW WATER QUALITY OBJECTIVES**

<b>FILE NO:</b>	<b>55/8</b>
<b>ATTACHMENTS:</b>	<b>1. Council feedback on changes to Water Quality Objectives</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Matthew Prendergast - Group Manager Planning &amp; Environment Catherine Pepper - Manager Environment &amp; Sustainability</b>
<b>AUTHOR:</b>	<b>Deanne Nelson-Pritchard - Coordinator Environmental Strategy &amp; Programs</b>
<b>MAITLAND +10</b>	<b>Outcome 10. To love and look after our great outdoors</b>
<b>COUNCIL OBJECTIVE:</b>	<b>10.3.2 Partner with relevant parties to protect, enhance, maintain and restore river and wetland health and amenity through the development and delivery of a Hunter River Estuary Coastal Management Plan</b>

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#### **EXECUTIVE SUMMARY**

*The Department of Planning and Environment have undertaken a consultation process for updating the NSW Water Quality Objectives. Feedback is to be provided to the Department through their consultation process and Council seeks further consultation prior to adopting the new criteria.*

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

##### **THAT**

- 1. Council endorse the feedback on the revised NSW Water Quality Objectives to be sent to the Department of Planning and Environment.**
- 2. The revised NSW Water Quality Objectives be incorporated into relevant Council planning documents, including the Maitland Development Control Plan**

#### **REPORT**

NSW Water Quality Objectives are the agreed environmental values and long-term goals for NSW's surface waters. They set out:

- the community's values and uses for our rivers, creeks, estuaries and lakes (i.e. healthy aquatic life, water suitable for recreational activities like swimming and boating, agricultural use and drinking water); and
- a range of water quality indicators to help us assess whether the current condition of our waterways supports those values and uses.

## UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

The NSW Water Quality Objectives were developed in 1999 and provide guideline levels to support water quality planning and management. The objectives are available for all major waterways including the Hunter River and its tributaries. The Water Quality Objectives consist of three components – the community environmental value or use (e.g. swimming) and an associated indicator (e.g. Enterococci) and numerical criteria to assess whether the waterway supports the value or use. An example is shown in Table 1.















Table 1 – Layout of Water Quality Objectives

Community Environmental Value or Use	Indicator	Numerical Criteria
Primary contact recreation e.g. swimming	Enterococci (cfu/100ml) is measured to gauge whether a waterway is suitable for swimming	Numerical criteria represents risk of illness from contact with the water  e.g. <40 cfu/100ml indicates very good water quality for swimming







The Australian and New Zealand Guidelines for Fresh and Marine Water Quality (ANZECC guidelines) are currently used as default indicators and numerical criteria for many of the community environmental values and uses, and in particular those for the community environmental value of ‘Protection of Aquatic Ecosystems’.

Eleven water quality objectives currently exist for NSW waterways. A subset of these were identified in 1999 as relevant to Maitland’s waterways, as shown in Table 2. It is noted that as Maitland urbanises, more waterways are moving into the category of “impacted by urban development”. The urbanized land area has increased from 4,200 ha of urbanized land area in 2000, just after the guidelines were prepared, to 6,200 ha in 2020, and is projected to grow to 8,700 ha by 2040.

Table 2 – Existing NSW Water Quality Objectives for Waterways in the Maitland LGA

Major regulated rivers (Hunter River upstream of Maitland) Uncontrolled Streams (Some tributaries of the Hunter River within Maitland)	Estuary (Tidal part of the river dominated by saline conditions)	Waterways impacted by Urban Development (Hunter River and tributaries in proximity to urban development area)
Protection of:  <a href="#">Aquatic ecosystems</a>  <a href="#">Visual amenity</a>  <a href="#">Secondary contact recreation</a>  <a href="#">Primary contact recreation</a> : assess opportunities to achieve as a longer term objective, 10 years or more  <a href="#">Livestock water supply</a>	Protection of:  <a href="#">Aquatic ecosystems</a>  <a href="#">Visual amenity</a>  <a href="#">Secondary contact recreation</a>  <a href="#">Primary contact recreation</a>  <a href="#">Aquatic foods (cooked)</a> and commercial shellfish production	Protection of:  <a href="#">Aquatic ecosystems</a>  <a href="#">Visual amenity</a>  <a href="#">Secondary contact recreation</a> , as a medium-term objective, 5-10 years  <a href="#">Primary contact recreation</a> : assess opportunities to achieve as a longer term objective, 10 years or more

UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

	<a href="#">Irrigation water supply</a>		
	<a href="#">Homestead water supply</a>		
	<a href="#">Drinking water at point of supply-Disinfection only</a>		
	<a href="#">Drinking water at point of supply-Clarification and disinfection</a>		
	<a href="#">Drinking water at point of supply-Groundwater</a>		
	<a href="#">Aquatic foods (cooked)</a>		

The NSW Water Quality Objectives (WQOs) have been in place since 1999. A comprehensive review of the objectives has been initiated by the NSW Department of Planning and Environment under the Marine Estate Management Strategy 2018-2028. This review of the WQOs is focused on the waterways of all major coastal catchments in NSW which include both freshwater and estuarine ecosystems. The review of the WQOs was undertaken via:

- Review of current state mapping
- Review of available water quality data from different state and local sources
- Survey of local communities and stakeholders to collate community environmental values and uses

The updated WQOs include changes to the icons and descriptors for community environmental values to a more modern look and feel, and to bring in values that may have been previously missing. Two new objectives, cultural values and industrial use, have been identified. The revised objective names, descriptors and icons are shown in Figure 1.






ICON	DESCRIPTION	NSW WATER QUALITY OBJECTIVES
	As a place where fish, plants and animals live	Protection of aquatic ecosystems
	A natural place to look, walk, relax, picnic or camp	Visual Amenity
	As a place to canoe, paddle or sail	Secondary contact recreation
	As a place to swim and immerse yourself in water	Primary contact recreation
	As a place to motorboat, jet ski or wakeboard	Secondary contact recreation
	To fish and/or catch seafood (fishing, aquaculture, other)	Aquatic Foods Secondary Contact Recreation
	As a source of safe drinking water	Drinking Water Supply
	As a source of water for farm animal/stock use	Livestock Water Supply
	As a source of water for irrigation of crops/fields	Irrigated Water Supply
	Its history and culture (past and present)	Cultural Values
	N/A	Industrial Use

Figure 1 – Draft Revised NSW Water Quality Objectives Descriptors and Icons

UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

Council feedback is important as changes to the WQOs may result in a change to urban development standards and assessment criteria, reporting requirements, local policies and guidelines, and/or the current management of waterways. The NSW Government also note that WQOs are used as environmental standards in developing report cards on the status of local waterways, and in assessments of the effectiveness of government programs.

Feedback is required on:

- The map of spatial management units
- Community environmental values and uses within the mapped spatial management units, and
- The numerical criteria

A collated response from Council staff is provided in Attachment 1 and summarised below.

### **Spatial Mapping**

The draft map of spatial management units is shown in Figure 2. The map includes a high level of disturbance around the urban areas of Central Maitland, East Maitland and Thornton, with the remainder of the local government area mapped as moderate disturbance due to agricultural land use. The mapping does not appear to include urban growth in the north west of the local government area or incorporate urban growth planning considerations relevant to Maitland from the Hunter Regional Plan or the Greater Newcastle Metro Plan.

The extent of the estuary is also shown on the map as a spatial management unit. However, water quality differs significantly between the lower, middle and upper estuary. The upper estuary, between Morpeth and Maitland, is a fresh water tidal pool, and therefore different water quality indicator values will apply compared to the lower estuary (e.g. how saline the water is). A delineation of upper, middle and lower estuary should be considered.

The main channel of the Hunter River above Maitland is also very difficult to see on the map, thus reducing usability. Access to the mapping in an interactive, web enabled GIS tool would also assist in ease of use for Council and the community.



## UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

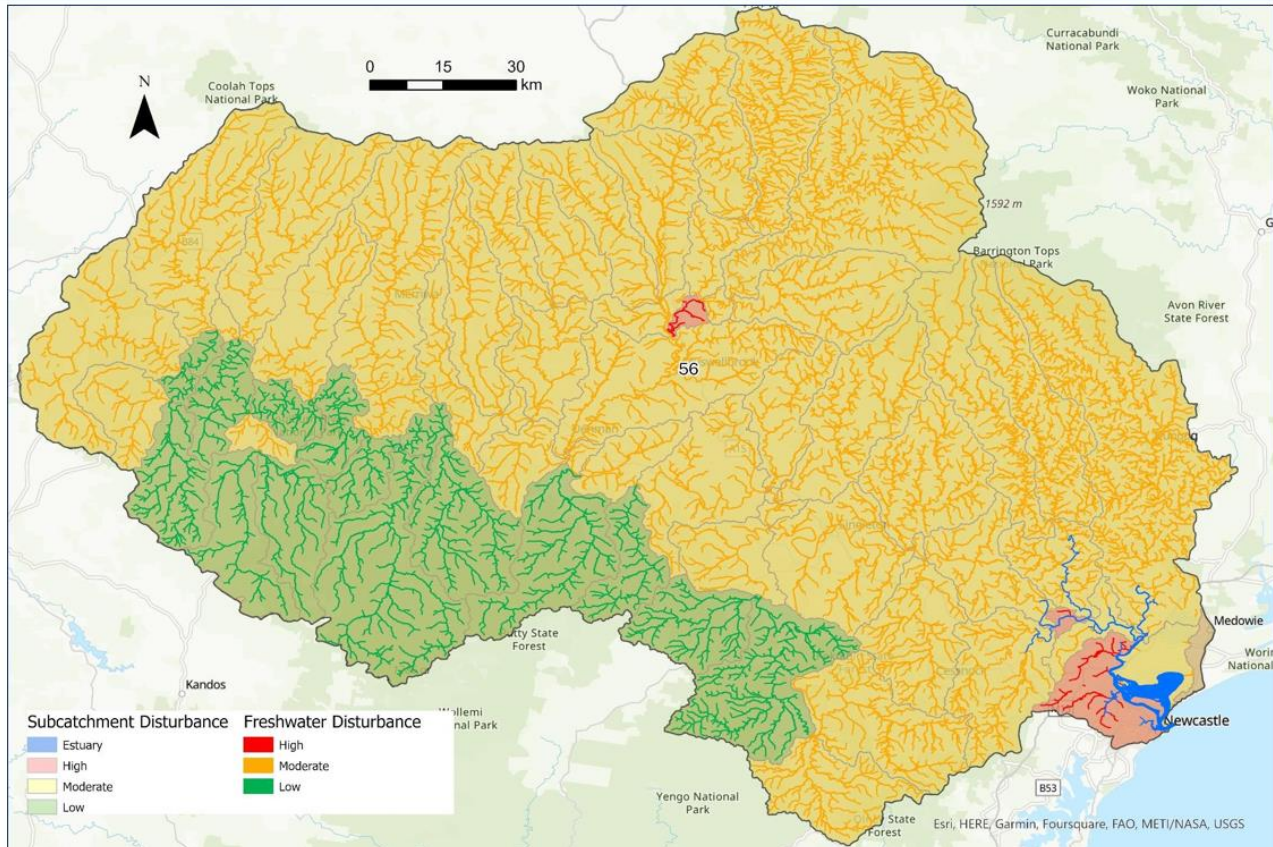


Figure 2 – Spatial Management Units

### Community Environmental Values or Uses

Community environmental values for NSW coastal waterways have been collated through data mining of contemporary planning & environmental documents, consultation with local community groups, clubs and associations, local authorities, surveys, and focus groups. In general across NSW coastal community preferences focused on:

- Visual amenity (27%)
- Aquatic ecosystems (22%)
- Secondary contact recreation (18%)
- Primary contact recreation (11%)
- Cultural values (8%)
- Aquatic foods (7%)
- Drinking water supply (3%)
- Livestock Water Supply (2%)
- Irrigated Water Supply (1%)

The main community environmental values captured in data for local waterways within the Maitland local government area are outlined below. Values are listed alphabetically as no percentage response rates are available for local data.

- Aquatic Ecosystems
- Aquatic Foods (and secondary contact recreation e.g. fishing)
- Cultural values

## UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

- Irrigated Water Supply
- Livestock Water Supply
- Primary Contact Recreation
- Secondary Contact Recreation
- Visual Amenity

The above values appear consistent with community feedback received through surveys and consultation undertaken for the community strategic plan, local strategic planning statement and environmental sustainability strategy. Despite the above, at this stage, cultural values have not been included within the draft water quality objectives for the Hunter River in the Maitland area. It is understood that a separate consultation process is occurring. The attached submission urges the Department of Planning & Environment to engage directly with Mindaribba Local Aboriginal Land Council and Wonnarua traditional custodians to ensure cultural values are appropriately acknowledged in the final water quality objectives.

The submission also seeks further clarity on existing uses compared to aspirations for future use of waterways. For example, primary contact recreation (swimming) and recreational fishing may not be appropriate in some waterways at present. However, the Maitland community is seeking to use local waterways for swimming and fishing. Council officers are working to address community objectives for local waterways through the Hunter Estuary Coastal Management Program and the draft Maitland Environmental Sustainability Strategy.

**Numerical Criteria**

- Indicators have been provided for aquatic protection but not any of the other values
- A clear indicator for safe swimming (such as faecal coliforms) is missing from the numerical criteria provided for feedback and should be added
- The IBRA Bioregion data is included for waterways south of the Hunter River. The applicability and use of this data for the Hunter River itself should be clarified.
- Tightening of indicators is useful from a planning perspective to improve water quality control. However, from a compliance perspective a transition arrangement may be needed for the reduction of nutrient loads. Reducing total phosphorous by more than half may be difficult to enforce without transition and pollution reduction plans. Council is not resourced to undertake such work without state government support.

**CONCLUSION**

The update to the NSW Water Quality Objectives is welcomed as an opportunity to improve Council, industry and community understanding of local water quality, and to identify opportunities to improve use of water quality objectives through Council's planning and compliance processes.

UPDATE OF NSW WATER QUALITY OBJECTIVES (Cont.)

**FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

**POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

**STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

## **Planning and Environment**

# **UPDATE OF NSW WATER QUALITY OBJECTIVES**

## **Council feedback on changes to Water Quality Objectives**

**Meeting Date: 11 October 2022**

**Attachment No: 1**

**Number of Pages: 15**

## Department of Planning and Environment



### Review and update of the NSW Water Quality Objectives for coastal catchments

Workshop Date and Time: 03/08/2022, 09:15 to 14:00

Workshop Location: DPE Newcastle Office and Online via Microsoft Teams

Your Organisation Name:           Maitland City Council          

Your Organisation Contact Person (email):           deannen@maitland.nsw.gov.au          

**PLEASE RETURN YOUR FORM TO: Jocelyn Dela-Cruz ([jocelyn.delacruz@environment.nsw.gov.au](mailto:jocelyn.delacruz@environment.nsw.gov.au)) DUE DATE: 19 September 2022**

The purpose of this document is to capture your organisation's formal feedback on the review and update of the NSW Water Quality Objectives. Your feedback will be used to finalise the update, including any local information/data you can provide.

Attachment 1 contains a map of the spatial management units, which identify combinations of different waterway types and levels of catchment disturbance, and will be used to designate or define where the NSW Water Quality Objectives apply.

Information on how the spatial management units were derived and how they are used is provided under Section 2 of the Information Booklet.

Please review Attachment 1, by marking any areas that do not align with your local knowledge and/or data on levels of disturbance, location and scale of application. You have the option of marking your changes directly on the Attachment by hand, or going to the following link to mark your changes digitally using the 'general comment' option/pin: <https://dpe.mysocialpinpoint.com.au/hunter-river-catchment>

Please provide any additional comments on the spatial management unit in the white box below, and in particular any comments on the granularity of the mapping required to support your management.

































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## 12 CULTURE, COMMUNITY AND RECREATION

### 12.1 SECTION 356 HIGH ACHIEVERS GRANT

<b>FILE NO:</b>	10/5/19
<b>ATTACHMENTS:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Judy Jaeger - Group Manager Culture, Community & Recreation Suellen Goynes - Acting Manager Community and Recreation Cordelia Hough - Coordinator Community and Recreation Planning David Baker - Team Leader Community and Recreation Planner
<b>AUTHOR:</b>	Jessica Elliott - Community Development & Programs Officer
<b>MAITLAND +10</b>	Outcome 2. Community and recreation services and facilities
<b>COUNCIL OBJECTIVE:</b>	2.3.2 To identify and deliver relevant and targeted community education projects

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#### EXECUTIVE SUMMARY

*This report presents to Council a recommendation to endorse the funding of seven (7) applications under Council's Section 356 High Achievers Grant Program, in accordance with Section 356 of the Local Government Act.*

#### OFFICER'S RECOMMENDATION

##### THAT

Council adopts the Maitland Sport and Recreation Advisory Board (MSRAB) endorsement of the following seven (7) applications for funding through the Section 356 High Achievers Grant Program:

- Monty Dixon – National Level Sports - 2022 Australian All Schools Triathlon Championships - \$450.00
- Liam Dixon – National Level Sports - 2022 Australian All Schools Triathlon Championships - \$450.00
- Darla Rose Black – International Level Sports - 2022 Singapore International Youth Cup for Girls - \$750.00
- Ceanna Frost – International Level Sports - 2023 Singapore International Youth Cup for Girls - \$750.00

## SECTION 356 HIGH ACHIEVERS GRANT (Cont.)

- **Sienna Burgess – National Level Sports - National Softball Championships in Perth September 2022 - \$450.00**
- **Coen Morgan – National Level Sports - Australian Cross Country Championships - \$450.00**
- **Hunter Heath – National Level Sports - 2022 Hockey Australia U13 Championships - \$450.00**

**REPORT**

The Section 356 High Achievers Grant Program offers financial assistance to applicants under two categories being Sports and Creative Arts. The program is open all year, with Individuals, Collectives and Teams eligible to apply.

The level of support under the Sports High Achievers category is as follows:

- \$450 for individuals selected to compete on behalf of NSW at a National competition or equivalent
- \$750 for individuals selected to compete on behalf of Australia at International competition or equivalent
- \$1,000 for individuals competing at the Commonwealth Games
- \$1,500 for individuals competing at the Olympic Games
- Teams: 25% of the level of support for each selected individual.

The level of support under the Creative Arts High Achievers category is as follows:

- \$450 for individuals selected to participate on behalf of NSW at a National level or equivalent
- \$750 for individuals selected to participate on behalf of Australia at International level or equivalent
- Collectives: 25% of the level of support for each selected individual.

Seven (7) applications were received under the Sports High Achievers category and zero (0) applications under the Creative Arts High Achievers category of the program.

The policy and guidelines require applications for Sports to be endorsed by the MSRAB and applications for Creative Arts by the Friends of Library committee or the Maitland Regional Art Gallery Members committee.

The following table summarises the endorsed applications:

Level of Support	Applicant	Support Information	Details	Amount Sought	Amount Approved
National	Monty Dixon	2022 Australian All Schools Triathlon Championships	Monty was selected to represent NSW at the 2022 Australian All Schools Triathlon Championships on the 6th – 9th September in Hervey Bay, Queensland	\$450.00	\$450.00
National	Liam Dixon	2022 Australian All Schools Triathlon Championships	Liam was selected to represent NSW at the 2022 Australian All Schools Triathlon Championships on the 6th – 9th September in Hervey Bay, Queensland	\$450.00	\$450.00
International	Darla Rose Black	2022 Singapore International Youth Cup for Girls	Darla Rose was Selected by Northern New South Wales Football to play in the 2022 Singapore International Youth Cup for Girls in November.	\$750.00	\$750.00

## SECTION 356 HIGH ACHIEVERS GRANT (Cont.)

International	Ceanna Frost	2023 Singapore International Youth Cup for Girls	Ceanna was selected by Northern New South Wales Football to play in the U13/14 2022 Singapore International Youth Cup for Girls in November.	\$750.00	\$750.00
National	Sienna Burgess	National Softball Championships in Perth September 2022	Sienna was selected for participation in the National Softball Championships in Perth 10-16 September 2022	\$450.00	\$450.00
National	Coen Morgan	Australian Cross Country Championships	Coen was selected for participation in the National Cross-Country Championships in South Australia August 2022	\$450.00	\$450.00
National	Hunter Heath	2022 Hockey Australia U13 Championships	Selection in the 2022 U13s Boys Stars Team to compete at the U13s National Championships between 28 September – 4 October 2022 in Hobart, Tasmania.	\$450.00	\$450.00
<b>Total:</b>				<b>\$3,750.00</b>	<b>\$3,750.00</b>

**CONCLUSION**

The Section 356 High Achievers Grant Program offers financial assistance to applicants under two categories being Sports and Creative Arts. However, the seven (7) applications received on this occasion were assessed under the Sports High Achievers category. The applications were endorsed by the Maitland Sport and Recreation Advisory Board. It is recommended that Council approve the endorsed applications in accordance with the Section 356 Community Grant Policy and High Achievers Program guidelines.

**FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

**POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

**STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

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## 13 INFRASTRUCTURE AND WORKS

### 13.1 LOCAL TRAFFIC COMMITTEE MEETING MINUTES (SEPTEMBER 2022) & EVENT TRAFFIC AND TRANSPORT MANAGEMENT

<b>FILE NO:</b>	140/5
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. Local Traffic Committee Meeting Minutes - September 2022</li><li>2. Local Traffic Committee Meeting September 2022 Agenda Item 5.1 - Bitter and Twisted - Event Traffic and Transport Management</li><li>3. Local Traffic Committee Meeting September 2022 Agenda Item 5.2 - Morpeth Bridge Bicentenary - Event Traffic Management</li></ol>
<b>RESPONSIBLE OFFICER:</b>	Kevin Stein - Acting Group Manager Infrastructure & Works
<b>AUTHOR:</b>	Chris Pinchen - Operations Manager Transport & Infrastructure Engineering
<b>MAITLAND +10</b>	Outcome 2. To easily get to where we want to go
<b>COUNCIL OBJECTIVE:</b>	2.2.2 Make our roads safer through the timely delivery of road maintenance and safety programs

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#### EXECUTIVE SUMMARY

*The minutes of Maitland City Council's Local Traffic Committee meeting held Thursday 1 September 2022 are attached for information. At this meeting temporary road closure applications were considered and accepted for two events. Council resolution is required to implement the temporary road closures associated with the management of the events.*

#### OFFICER'S RECOMMENDATION

1. That the Local Traffic Committee meeting minutes of 1 September 2022 be noted.
2. Council approve the traffic management plans and road closures for the following events:
  - a. Bitter and Twisted
  - b. Morpeth Bridge Bicentenary 2022.

#### REPORT

The minutes of Maitland City Council's Local Traffic Committee (LTC) Meeting held Thursday 1 September 2022 are attached for information. The LTC recommended regulatory items contained within these minutes have been authorised by the General Manager under Council's Instrument of Delegated Authority, dated 12 June 2018.

LOCAL TRAFFIC COMMITTEE MEETING MINUTES (SEPTEMBER 2022) & EVENT TRAFFIC AND TRANSPORT MANAGEMENT (Cont.)

Approval is sought to implement the temporary road closures associated with the traffic and transport management for the following events as reported to and accepted by the Local Traffic Committee at the meeting held 1 September 2022.

- Bitter and Twisted – Event Traffic and Transport Management – Item 5.1
- Morpeth Bridge Bicentenary 2022 – Event Traffic Management – Item 5.2

Agenda items for the above events are attached.

### **CONCLUSION**

Approval be sought to implement the temporary road closures associated with the traffic and transport management for the following events as reported to and accepted by the Local Traffic Committee at the meeting held 1 September 2022 for the following events:

- Bitter and Twisted – Event Traffic and Transport Management – Item 5.1
- Morpeth Bridge Bicentenary 2022 – Event Traffic Management – Item 5.2.

### **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

### **POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

### **STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.



## **Infrastructure and Works**

# **LOCAL TRAFFIC COMMITTEE MEETING MINUTES (SEPTEMBER 2022) & EVENT TRAFFIC AND TRANSPORT MANAGEMENT**

## **Local Traffic Committee Meeting Minutes - September 2022**

**Meeting Date: 11 October 2022**

**Attachment No: 1**

**Number of Pages: 16**





































## **Infrastructure and Works**

# **LOCAL TRAFFIC COMMITTEE MEETING MINUTES (SEPTEMBER 2022) & EVENT TRAFFIC AND TRANSPORT MANAGEMENT**

## **Local Traffic Committee Meeting September 2022 Agenda Item 5.1 - Bitter and Twisted - Event Traffic and Transport Management**

**Meeting Date: 11 October 2022**

**Attachment No: 2**

**Number of Pages: 8**



















## **Infrastructure and Works**

# **LOCAL TRAFFIC COMMITTEE MEETING MINUTES (SEPTEMBER 2022) & EVENT TRAFFIC AND TRANSPORT MANAGEMENT**

## **Local Traffic Committee Meeting September 2022 Agenda Item 5.2 - Morpeth Bridge Bicentenary - Event Traffic Management**

**Meeting Date: 11 October 2022**

**Attachment No: 3**

**Number of Pages: 24**























































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## **14 STRATEGY, PERFORMANCE AND BUSINESS SYSTEMS**

### **14.1 DISCLOSURE FOR COUNCILLORS AND DESIGNATED PERSONS AS AT 30 JUNE 2022**

<b>FILE NO:</b>	<b>35/7/4</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Leah Flint - Group Manager Strategy Performance and Business Systems</b>
<b>AUTHOR:</b>	<b>Stephen McDonald - Manager Governance and Risk Guy Gray - Senior Governance Officer</b>
<b>MAITLAND +10</b>	<b>Outcome 17. An efficient and effective Council</b>
<b>COUNCIL OBJECTIVE:</b>	<b>17.2.1 To maintain effective and appropriate systems to ensure decision-making is transparent, accessible and accountable</b>

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#### **EXECUTIVE SUMMARY**

*Clause 4.21(a) of the Maitland City Council's Code of Conduct requires all councillors and designated persons to complete and lodge with the General Manager a Disclosure of Interest Return in the designated form as at 30 June of each year.*

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

##### **THAT**

- Council notes that in accordance with clause 4.21(b) of Maitland City Council's Code of Conduct 2022 'Disclosures of interest in written returns' have been submitted by all the elected councillors and designated persons.**

#### **REPORT**

Clause 4.21(b) of Council's Code of Conduct requires all councillors and designated persons to complete and lodge with the General Manager a Disclosure of Interest Return in the designated form as at 30 June each year. All returns are to be submitted to the General Manager by 30 September each year and reported to the next Council meeting. Once Council has resolved on the matter the disclosures will then be made publicly available.

The Disclosure of Interest Return operate as a key transparency mechanism for promoting community confidence in council decision making.

The returns include disclosures relating to property, sources of income, gifts, contributions to travel, interest and positions in corporations, are they property developer or a close associate of a property developer, holding positions in trade unions and professional or business associations, personal debts, disposals of real estate property and discretionary disclosures.

DISCLOSURE FOR COUNCILLORS AND DESIGNATED PERSONS AS AT 30 JUNE 2022 (Cont.)

All disclosures will be made publicly available on Council's website after the Council meeting in accordance with the Information and Privacy Commission (IPC) publication 'Information Access Guideline 1 – For Local Councils on the disclosure of information (returns disclosing the interest of councillors and designated persons) September 2019'. All signatures will be redacted and where a designated person has a justified reason due to family and/or safety reasons their property address(es) may also be redacted. An original version without redactions will be maintained by Council.

## **CONCLUSION**

All returns for councillors and designated persons have been received and will be tabled as required by Council's Code of Conduct and made publicly available in accordance with the IPC 'Information Access Guideline 1 – For Local Councils on the disclosure of information (returns disclosing the interest of councillors and designated persons) September 2019'.

## **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

## **POLICY IMPLICATIONS**

These disclosures comply with the requirements of Council's Code of Conduct.

## **STATUTORY IMPLICATIONS**

There are statutory reporting obligations under section 440 (Code of Conduct) of the Local Government Act 1993 and the IPC 'Information Access Guideline 1 – For Local Councils on the disclosure of information (returns disclosing the interest of councillors and designated persons) September 2019' have been complied with.

## 14.2 FINAL COUNCIL MEETING DATE 2022

<b>FILE NO:</b>	<b>35/7</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Leah Flint - Group Manager Strategy Performance and Business Systems</b>
<b>AUTHOR:</b>	<b>Kate Webber - Executive Support Officer</b>
<b>MAITLAND +10</b>	<b>Outcome 15. To have an effective and efficient Council</b>
<b>COUNCIL OBJECTIVE:</b>	<b>15.1.4 Implement and maintain a contemporary governance, audit and risk framework</b>

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### EXECUTIVE SUMMARY

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

*Maitland City Council, under its Code of Meeting Practice, requires that Council holds two meetings each month, to be held on the second and fourth Tuesdays of the month except for the months of December and January where one meeting is to be held.*

*Clause 2.1 of the Code of Meeting Practice 2022 states that the meeting in December is to be held on the second Tuesday. This may be varied by resolution of the Council.*

*This report recommends a change of date for the December meeting to the first Tuesday of the month, meaning Tuesday 6<sup>th</sup> December 2022 would be the final Ordinary Council meeting of the year. The first meeting of the new year is planned for the fourth Tuesday, being 24<sup>th</sup> January 2023.*

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

### OFFICER'S RECOMMENDATION

#### THAT

- 1. That the December Ordinary meeting of Council be held on 6<sup>th</sup> December 2022 and the January Ordinary meeting of Council be held 24<sup>th</sup> January 2023.**

#### REPORT

*The Local Government Act 1993 under Section 365 stipulates that Councils must meet at least ten (10) times each year, each time in a different month.*

FINAL COUNCIL MEETING DATE 2022 (Cont.)

Maitland City Council, under its Code of Meeting Practice, requires that Council holds two meetings each month, to be held on the second and fourth Tuesdays, except for December and January where one meeting is to be held.

Clause 2.1 of the Code identifies that the meeting held in December is to be held on the second Tuesday and the meeting in January is to be determined annually by Council resolution. The date of the meeting in December can be varied by Council resolution.

This report recommends a change of date for the December meeting to the first Tuesday of the month, meaning Tuesday 6<sup>th</sup> December 2022 would be the final Ordinary Council meeting of the year. The first meeting of the new year is planned for the fourth Tuesday, being 24th January 2023.

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

This practice recognises that many Councillors and Council staff take leave over this period, but still enables Council to function effectively, whilst also satisfying the requirements of the *Local Government Act 1993*.

## **CONCLUSION**

This report recommends a change of date for the December meeting to the first Tuesday of the month, meaning Tuesday 6<sup>th</sup> December 2022 would be the final Ordinary Council meeting of the year. The first Ordinary meeting of the new year is scheduled for the fourth Tuesday, being 24th January 2023.

If an emergency situation arises, Council has the option to call an Extra ordinary meeting to discuss any issues.

## **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

## **POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

## **STATUTORY IMPLICATIONS**

There are no statutory implications under the *Local Government Act 1993* with this matter.

**14.3 NSW FOOTBALL LEGACY FUND**

<b>FILE NO:</b>	<b>2558434</b>
<b>ATTACHMENTS:</b>	<b>Nil</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Judy Jaeger - Group Manager Culture, Community &amp; Recreation</b>
<b>AUTHOR:</b>	<b>Kelly Arnott - Manager Corporate Planning and Performance Suellen Goyne - Acting Manager Community and Recreation</b>
<b>MAITLAND +10</b>	<b>Outcome 4. To be healthy and active with access to local services and facilities</b>
<b>COUNCIL OBJECTIVE:</b>	<b>4.3.3 Construct, maintain and manage inclusive sport and recreation facilities across the city</b>

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**EXECUTIVE SUMMARY**

*The NSW Football Legacy Fund will see up to \$6.21 million invested over two and a half years to support the development of football infrastructure and participation programs as a result of NSW hosting matches for the FIFA Women's World Cup 2023.*

*Council is eligible under the fund, with applications closing on 14 October 2022.*

*After thorough consideration of the guidelines and capacity to manage and deliver projects, it is recommended that Council proceed with lodgement of one (1) application for floodlighting at Lochinvar Sports Complex football fields. The grant amount requested cannot exceed \$150,000 but the balance can be funded through developer contributions.*

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

- 1. Council make application to the NSW Government Office of Sport for grant funding of \$450,000 under the NSW Football Legacy Fund**
- 2. Council allocates \$300,000 from the Lochinvar S7.11 Plan to fund the improvements.**
- 3. A further report be provided to Council once the result of the applications is known.**



NSW FOOTBALL LEGACY FUND (Cont.)

## **REPORT**

The NSW Football Legacy Fund is an initiative established by the NSW Government, Football NSW (FNSW) and Northern NSW Football (NNSWF) as a result of NSW hosting FIFA Women's World Cup matches in Sydney in July 2023.

The Fund aims to improve football facilities and support infrastructure, increase participation opportunities, and improve female player pathways.

The Fund will support football at all levels through the construction or upgrade of community facilities, participation initiatives, leadership, and development programs.

The key objectives of the infrastructure stream of the Fund are to:

- Improve the quality and/or number of Football facilities in NSW
- Increase the utilisation of football facilities
- Support the equitable provision of, and access to, football facilities to grow participation for women and girls
- Improve the football experience for players, referees, coaches, administrators, and spectators

Maitland City Council has identified as an eligible NSW Council. The fund would contribute a total amount of \$150,000 and the balance can be funded through developer contributions.

Stage1 is currently open for project nomination, closing on 14 October 2022.

To provide the best opportunity to submit a robust application, Council staff have thoroughly considered the funding guidelines, capacity to manage and deliver projects. Staff have identified Floodlight at Lochinvar Sports Complex football fields as the most appropriate project.

With a goal to expedite the upgrading of sporting facilities across the city to be inclusive, Council is reliant on funding opportunities to enable upgrades which would otherwise have to compete with other infrastructure priorities, potentially extending the delivery of improvements over many years. Northern NSW Football have identified the Lochinvar Football Club as one of the fastest growing clubs in NSW and have stated this project as a high priority.

Lochinvar Sports Complex football fields are currently being used by Lochinvar and Rovers football clubs during the winter, and Lochinvar cricket club in the summer. Deficiencies with the facility have been identified including a lack of lighting. The delivery of this project supports not only the teams that regularly use Lochinvar Sports Complex, but the advancement of sport across the city. Providing opportunities for this facility to be used during more hours, improving the quality and accessibility of the fields, and improving the experience for players and spectators.

NSW FOOTBALL LEGACY FUND (Cont.)

Officers recommend application for up to \$150,000, with a contribution of \$300,000 from Council, with a total project value of up to \$450,000.

## **CONCLUSION**

Applications for the NSW Football Legacy Fund closes on 14 October 2022, with outcomes announced from December 2022. The fund will support the installation of new floodlights at Lochinvar Sports Complex football fields improving safety, accessibility and usability and meeting the current and future needs of the sporting community. It also includes an upgrade to the electricity supply. Council staff have thoroughly reviewed guidelines, community feedback and resourcing availability and have recommended that an application is submitted for as outlined in this report.

## **FINANCIAL IMPLICATIONS**

Proceeding to application has no direct financial impact upon Council's adopted budget or forward estimates. Should the application be successful Council will be required to enter into a funding agreement prior to project initiation, including an up to \$300,000 contribution. The source of funding identified will come from the Lochinvar S.711 Plan. Any funding shortfall would be subject to determination against priorities within the forward capital works program. Contract and project management would be undertaken as part of business-as-usual activities and ongoing site maintenance would be included in future operational budgets.

## **POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

## **STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.

**15 DIGITAL TRANSFORMATION**

Nil

**16 WORKPLACE CULTURE AND SAFETY**

Nil

## 17 VIBRANT CITY

### 17.1 COUNCIL'S APPROACH TO COMMUNICATION AND ENGAGEMENT

<b>FILE NO:</b>	<b>35/74</b>
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"> <li>1. Draft Communication and Engagement Strategy</li> <li>2. Draft Community Engagement Policy</li> </ol>
<b>RESPONSIBLE OFFICER:</b>	<b>Rachel MacLucas - Executive Manager Vibrant City</b>
<b>AUTHOR:</b>	<b>Carolyn Fisher - Strategic Engagement Officer</b> <b>Elizabeth Hill - Coordinator Marketing &amp; Communication</b>
<b>MAITLAND +10</b>	<b>Outcome 14. To have elected Leaders that look out for us</b>
<b>COUNCIL OBJECTIVE:</b>	<b>14.1.1 Increase opportunities for all members of our community to have their say in decision making</b>

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#### EXECUTIVE SUMMARY

*The purpose of this report is for the consideration and exhibition of a draft Communication and Engagement Strategy (the Strategy), and which includes a revised Community Participation Plan, and Community Engagement Policy. (ATTACHMENT).*

*The Local Government Act 1993 outlines a clear commitment to community participation and consultation in major planning and decision making processes of Council. By listening to the community, respecting their values and providing genuine opportunities for engagement, Council can create a greater sense of community ownership and ultimately, improve the delivery of Council services.*

*This draft Communication and Engagement Strategy creates a blueprint for successful and meaningful communications and engagement, reflecting our organisation's commitment to genuinely involving and engaging with the community it serves. The Strategy will help create a consultative culture, embracing conversations where information is shared and feedback encouraged to nurture a relationship built on transparency and trust.*

#### OFFICER'S RECOMMENDATION

##### THAT

1. Council endorse the draft Community Engagement Policy for public exhibition for 28 days
2. Council endorse the draft Communication and Engagement Strategy and Community Participation Plan in accordance with the requirements of the Local Government Act 1993, and the Environmental Planning and Assessment Act 1979.

COUNCIL'S APPROACH TO COMMUNICATION AND ENGAGEMENT (Cont.)

## **REPORT**

This Communication and Engagement Strategy creates a blueprint for successful and meaningful communications and engagement, reflecting our organisation's commitment to genuinely involve and engage with the community it serves.

In this year's Community Satisfaction Survey (CSS), we identified that transparency and trust, and communication and engagement were two main areas for improvement. This Strategy is the first step in addressing these improvement areas, and is Council's commitment to continually use community feedback to inform and improve the way we do things.

To date, Maitland Council has not had a guiding Strategy document for way in which it communicates with stakeholders. The need for a review of the Community Engagement Strategy this year created an opportunity for both areas to be reviewed, analysed and have community input into the strategic direction of both communications and engagement.

Over 1000 participants were involved in the shaping of this Strategy through pop up events, online surveys, workshops, meetings, focus groups and from CSS phone interviews, between May to August this year. We heard loudly that our community want improved access to information across a variety of channels, an improved website, increased opportunity for community engagement, and a greater understanding of how engagement and community voices are reflected in the decisions Council makes.

The draft Communication and Engagement Strategy identifies two focus areas being:

- Engagement: and
- Communication

Each focus area has a key goal and associated priorities that are drawn from internal staff workshops, community feedback and best practice approaches Including Council's adopted Guiding Principles and the Core Values of the International Association for Public Participation (IAP2), the leading global body for community engagement.

In the coming months, the Communication and Engagement teams will work to develop an internal action plan and staff toolkit to guide the key tasks required to meet the overall goals and associated priorities over the next three years.

## **CONCLUSION**

Maitland City Council is committed to embedding communication and engagement into Council's core and everyday business. The new Strategy includes the creation of a revised Community Engagement Policy which will support the organisation to meet this commitment.

COUNCIL'S APPROACH TO COMMUNICATION AND ENGAGEMENT (Cont.)

The draft Communication and Engagement Strategy meets Council's requirements under the Local Government Act 1993 and will guide Council's approach to communication and engagement.

It is recommended Council endorse both the draft policy and draft Strategy for exhibition for a minimum of 28 days and receive a report at the conclusion of this period to consider any community feedback and adopt the documents.

#### **FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget. Any outcomes from the action plan that require funds outside of the operating budget will be presented to Council for consideration.

#### **POLICY IMPLICATIONS**

This matter has established the need for a new Community Engagement Policy and a draft Policy has been recommended for public exhibition.

#### **STATUTORY IMPLICATIONS**

Communication and Engagement Strategy has been prepared in accordance with Section 402 of the Local Government Act 1993.

The Community Participation Plan which forms part of the Communication and Engagement Strategy has been prepared in accordance with the Environmental Planning and Assessment Act 1979.

# **Vibrant City**

## **COUNCIL'S APPROACH TO COMMUNICATION AND ENGAGEMENT**

### **Draft Communication and Engagement Strategy**

**Meeting Date: 11 October 2022**

**Attachment No: 1**

**Number of Pages: 24**























































## **Vibrant City**

# **COUNCIL'S APPROACH TO COMMUNICATION AND ENGAGEMENT**

## **Draft Community Engagement Policy**

**Meeting Date: 11 October 2022**

**Attachment No: 2**

**Number of Pages: 4**











## 18 ITEMS FOR INFORMATION

### 18.1 CLUBGRANTS ALLOCATIONS 2022

<b>FILE NO:</b>	29/32
<b>ATTACHMENTS:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Judy Jaeger - Group Manager Culture, Community & Recreation Cordelia Hough - Coordinator Community and Recreation Planning David Baker - Team Leader Community and Recreation Planner
<b>AUTHOR:</b>	Jessica Elliott - Community Development & Programs Officer
<b>MAITLAND +10</b>	Outcome 1.To stay friendly, happy and proud as our city grows
<b>COUNCIL OBJECTIVE:</b>	Make our neighbourhoods great with space, activities and programs that connect us

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#### EXECUTIVE SUMMARY

*The purpose of this report is to advise Council of the applications that were successful in receiving ClubGRANTS funding in the 2022 round.*

#### OFFICER'S RECOMMENDATION

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

#### REPORT

ClubGRANTS is a funding scheme contributed to by eligible gaming clubs in the Maitland Local Government Area (LGA). The scheme is designed to ensure larger registered clubs in NSW contribute to the provision of front-line services to their local communities.

To qualify for the gaming machine tax rebate of 1.85%, clubs must allocate at least 0.75% of profits made over \$1 million to Category One, with the remainder allocated to Category Two (maximum 1.1%). A further 0.4% of a club's gaming machine profits over \$1 million are allocated to Category Three.

The administrative management of Category One is facilitated by Council. This category includes expenditure on community welfare and social services, community development, community health services and employment assistance activities. Category One is applied for annually and is assessed by a committee appointed from the participating clubs, Council, Department of Communities and Justice, and community representatives.

## CLUBGRANTS ALLOCATIONS 2022 (Cont.)

The administrative management of Categories Two and Three are not facilitated by Council and are assessed directly by the clubs themselves or the State Government.

The Maitland LGA ClubGRANTS Category One funding round opened for seven weeks from Friday 3 June to Friday 22 July 2022. The ClubGRANTS Online system was the only method of submission, evaluation and reporting available to applicants and a total of 27 applications were received during this time.

After a preliminary assessment was undertaken by Council Staff, a meeting was held on 24 August 2022 with ClubGRANTS committee members to allocate funds from the 2022 funding round.

Four local clubs participated in the 2022 round of the NSW ClubGRANTS funding program. They included:

- Club Maitland City
- Telarah Bowling Club
- East Maitland Bowling Club
- Easts Leisure and Golf Club.

The total funds available for 2022 amounted to \$38,218.00.

Of the 27 applications submitted, 11 were successful in receiving full or part funding. A total of \$298,725 was requested by applicants. This was a significant increase from the total of \$181,570 requested in 2021.

All legislative requirements have been complied with as part of Councils administrative role in delivering the program. A presentation event was held for successful applicants at Club Maitland City on Wednesday 7 September 2022.

Below is a table of successful applicants (in no particular order).

<b>Organisation Name</b>	<b>Project Name</b>	<b>Amount Funded</b>	<b>Club</b>
<b>1st Telarah Scouts</b>	Cover the cost of camps and purchase equipment for youth members from low-income families	\$5,000.00 \$2,000.00	Club Maitland City Telarah Bowling Club
<b>Tenambit Public School</b>	Wellbeing Nest Resource Library	\$1,000.00	East Maitland Bowling Club
<b>Tenambit Public School</b>	Tenambit Public School Breakfast Club	\$900.00	East Maitland Bowling Club

## CLUBGRANTS ALLOCATIONS 2022 (Cont.)

<b>Carrie's Place Inc. Domestic Violence &amp; Homelessness Services</b>	Security upgrade for Carrie's Place refuge	\$6,568.00	Club Maitland City
<b>Prostate Survival Alliance Inc.</b>	Prostate Cancer Counselling and Promotion	\$3,000.00	East Maitland Bowling Club
<b>Guide Dogs NSW/ACT</b>	Increasing independence and social participation in Maitland and surrounds for people living with low vision or blindness	\$1,700.00	East Maitland Bowling Club
<b>Autism Spectrum Australia</b>	Classroom Sensory Resources for Students on the Autism Spectrum at Aspect Hunter School in Thornton	\$4,665.00	East Maitland Bowling Club
<b>Cerebral Palsy Alliance</b>	Therapy equipment for the early learning and development of children with disability in the Maitland area	\$3,385.00	Club Maitland City
<b>Maitland Uniting Church Munch</b>	MUNCH Project	\$5,000.00	Club Maitland City
<b>St Vincent de Paul Society NSW</b>	2022 Hunter Region Vinnies Community Sleepout	\$2,500.00	East Maitland Bowling Club
<b>Got Your Back Sista Ltd</b>	Begin Again - Thrive Free from Domestic Violence	\$2,500.00	East Maitland Bowling Club
	<b>Total</b>	<b>\$38,218.00</b>	

**CONCLUSION**

Four local clubs participated in the 2022 round of the NSW ClubGRANTS funding program, approving part or full funding for 11 of the 27 applications received. Successful applicants will contribute to the provision of front-line services in the Maitland community.

CLUBGRANTS ALLOCATIONS 2022 (Cont.)

**FINANCIAL IMPLICATIONS**

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

**POLICY IMPLICATIONS**

This matter has no specific policy implications for Council.

**STATUTORY IMPLICATIONS**

There are no statutory implications under the Local Government Act 1993 with this matter.



**19 NOTICES OF MOTION/RESCISSION**

**20 QUESTIONS WITH NOTICE**

**21 URGENT BUSINESS**

## **22 COMMITTEE OF THE WHOLE**

### **22.1 REQUEST FOR ROAD CLOSURE AND LAND ACQUISITION - PART PITNACREE ROAD LARGS**

<b>FILE NO:</b>	<b>STR611</b>
<b>ATTACHMENTS:</b>	<b>1. Locality Plan</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Leah Flint - Group Manager Strategy Performance and Business Systems Stephen McDonald - Manager Governance and Risk Michael Rathborne - Senior Property Advisor</b>
<b>AUTHOR:</b>	<b>Melissa Allen - Property Officer</b>
<b>MAITLAND +10</b>	<b>Outcome 4. Well-planned and integrated infrastructure</b>
<b>COUNCIL OBJECTIVE:</b>	<b>12.4.2 To improve accessibility to employment areas and economic centres</b>

*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 received a request to consider the closure of a section of Pitnacree Road Largs for the proposed acquisition by the adjoining property owners. This report provides the details of the road closure area, the internal consultation undertaken and the legislative requirements from Council.*

**23 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**24 CLOSURE**