

Vandalism Reporting Policy

Date Adopted: 23 May 2023

Version: 4

Policy Objectives

The objectives of this policy are to:

- Facilitate the reduction of vandalism in the Maitland Local Government Area.
- Encourage community involvement in identifying and prosecuting vandals through reward incentives.

Policy Scope

This policy applies to all applications for reward for information leading to the conviction of persons vandalising Council property.

Policy Statement

Council will offer a standing reward of up to a maximum of \$6,000 for information including court evidence which leads to the conviction of persons vandalising Council property.

1.1. Application of Policy

- This policy only applies to vandalism or illegal use of bush trail bikes on land or buildings owned or controlled by Council.
- Applicants are only eligible to apply for a reward once a conviction is made against the offender.
- Councillors, Council staff, law enforcement officers are ineligible.
- Council will not accept claims where the person making the claim is also the identified offender.
- Rewards will only be paid to people over the age of 18.
- Any person providing information must not be associated with the criminal offence.
- The vandalism reward scheme will be subject to an annual cap of \$20,000 per financial year. Once this cap has been reached no further reward applications will be paid.
- Council will maintain a confidential register of applications & outcomes.

2.1. How to apply

- Incidents of vandalism must be reported to the Police and an event number be obtained.

- Complete the Vandalism Reward Application form (appendix A).
- When making an application to Council for reward the police event number must be supplied as part of the application.
- Applicants providing information regarding vandalism must be aware that appearance in Court to give evidence may be required for conviction of offenders.

3.0. Promotion of policy

Maitland City Council will promote this policy via regular advertisements in print and/or social media.

Policy Definitions

Conviction	A criminal proceeding taken by police against an individual resulting in a finding of guilt or an offence proven in a court of law.
Council property	Land or buildings owned or controlled by Council.
Vandalism	The intentional or reckless destruction, injury, disfigurement or defacement of public property without the consent of Council.

Vandalism Reporting Reward Application Form

Details of Applicant		
Title (Mr, Mrs, Ms, Dr, Prof Etc):		
Name:		
Address:		
Telephone:		Mobile

Incident Details	
Date & time of incident:	
Address of incident:	
Specific location (eg. Shed, bench):	
Details of vandalism (eg. Graffiti, damage):	
Police event number:	
Police station:	

Declaration	
I declare that I am over the age of 18 and the information I have provided is accurate and complete to the best of my knowledge. I have read and understood Maitland City Council's vandalism reward policy.	
Signature:	Date:
<p>Privacy & Personal Information Protection Notice: Purpose of collection: Application for reward under the Vandalism Reward Policy. Intended recipients: Council staff. Supply: Voluntary, a consequence of non-provision is unable to apply for vandalism reward. Access / Correction: Requests for access / correction of information under the Government Information (Public Access) Act or Privacy & Personal Information Protection Act 1988, contact the Council's Public Access Coordinator. Storage: This form will be placed on a relevant file and/or saved on Council main records management data base when the request has been processed and the enquiry is completed.</p>	

Please return the completed form to Maitland City Council PO Box 220 Maitland NSW 2320

Policy Administration

Business Group:	Finance
Responsible officer:	Executive Manager Finance
Council reference:	Council Meeting 23 May 2023
Policy review date:	Three (3) years from date of adoption May 2026
File number:	142/1
Relevant legislation	<ul style="list-style-type: none"> • Crown Lands Act • Crimes Act 1900 • Graffiti Control Act 2008 • Government Information (Public Access) Act 2009 • NSW Local Government Act 1993 • NSW Local Government (General) Regulation 2005 • Summary Offences Act 1988 • Young Offenders Act 1997
Related documents	

Policy History

Version	Date Approved	Description of Changes
1	29 May 1984	New policy adopted
2	24 July 2007	Review to increase max amount for reward
3	26 April 2016	Periodic review & change of name from Vandalism Reward policy
3.1	23 May 2023	Periodic review & changes to align with organisational structure, & increase of max amount of reward
4	2 September 2025	Policy updated to align with organisational branding and organisational structure. No change to content.