



# Crime Risk Assessment Alterations and Additions to Maitland Gaol

6-18 John Street, East Maitland

Prepared by Barr Planning

for Maitland City Council

September 2023

## Document Control

Title: Crime Risk Assessment  
Address: 6-18 John Street, East Maitland  
Job No. 22NEW0103  
Client: Maitland City Council

## Document Issue:

Issue	Date	Prepared by	Reviewed by
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Client Review	13/02/2023	Samuel Liu	Katrina Walker
Final	13/09/2023	Samuel Liu	Rebecca Boresch

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## 1 Introduction

This Crime Risk Assessment has been prepared by Barr Planning on behalf of Maitland City Council to accompany a Development Application lodged to Maitland City of Council for alterations and additions to Maitland Gaol which operates as a tourist facility.

### 1.1 Purpose

The purpose of this Report is to identify and assess crime risk associated with the proposed alterations and additions to Maitland Gaol located at 6-18 John Street, East Maitland formally described as Lot 469 in Deposited Plan 1002766.

The purpose of this Report is to assess the proposed development against the *Crime prevention and the assessment of development application Guidelines under section 79C (now section 4.15) of the Environmental Planning and Assessment Act (EP&A Act) 1979* prepared by the Department of Urban Affairs and Planning. This report also addresses the requirements of Section C.12 - Crime Prevention through Environmental Design of the Maitland Development Control Plan 2011 (MDCP 2011).

This Report does this by undertaking an assessment of the crime profile of the area and the likely crime risks associated with the development to ensure that the proposal adequately minimises the opportunity for crime through the Crime Prevention Through Environmental Design (CPTED) principles.

This Report should be read in conjunction with the Statement of Environmental Effects prepared by Barr Planning and the Architectural Drawings prepared by Maitland City Council, contained in Appendix A.

### 1.2 Background

Maitland Gaol is the longest continuously operating correctional institution in New South Wales. The facility closed in 1998 and was converted to a tourism facility in 2000 under the management of Maitland City Council. In January 2022 the NSW State and Federal Governments announced a funding grant for the redevelopment of the Gaol to deliver a substantial part of its 2020 Development Plan including capital investment in a new activity hub with enhance access and connectivity, innovative interpretation, along with the provision of event infrastructure and boutique accommodation. The Maitland Gaol Redevelopment will be staged across three separate Development Applications consisting of:

### **Development Application 1**

Redevelopment of the 'Store' building (Building 14) to provide:

- A new ticketing office and gift store.
- New administration office space.
- Upgraded amenities.
- Construction of DDA access, ramps, and stairs.
- Demolition of existing laundry; and
- Construction of a new loading dock.

Redevelopment of the 'Gaol Staff / Warder's Amenities' building (Building 22) consisting of:

- Demolition of Building 22.
- Construction of a new café/restaurant.
- External and internal landscaping; and
- Construction of enhanced access points.

Construction of new carpark:

- Construction of 16 space car park including two accessible parking spaces.
- Associated landscaping; and
- Construction of accessible pathways.

### **Development Application 2**

Refurbishment of the 'Lieutenant Governor and Governor's residences' (Buildings 2 and 3) to provide:

- Boutique accommodation consisting of several guest rooms.

### **Development Application 3**

Future works for the redevelopment of the 'Store' Building to provide:

- Additional amenities.
- Renovated theatre with bar, foyer, amphitheatre (pax:256).
- Renovated back of house; and
- Construction of external DDA ramp

### **1.3 The Proposal**

The proposed development relates to 'Development Application 1' mentioned above. The works will encompass the alteration to Asset Building 14 to include a new ticket office, interpretive displays and loading dock and the demolition of Asset Building 22 which will be reconstructed for the provision of a new café.

Asset Building 14 will provide:

- 16 external hardstand carparking spaces including 2 accessible car spaces.
- Loading dock with roller door access accommodating small rigid vehicles.
- Gender neutral bathroom facilities including 2 accessible bathrooms.
- Ticket office and gift shop with interpretive displays.
- First floor administrative office space, and
- Lift access to basement, ground and first floor.

It is noted that further alterations and upgrades to the Asset Building 14 will occur under a separate development application identified above as 'Development Application 3' which will include a new auditorium and ground floor bar. Notwithstanding this, the CPTED report has been prepared having regard for the intended future use and operation of Asset Building 14 including the future ground floor auditorium and bar.

Asset Building 22 will provide:

- Ground floor café accommodating 16 outdoor seats and 80 indoor seats.
- Lift access to basement, ground and first floor.

In addition to the alterations and additions to Asset Building 14 and 22, the proposed development will provide additional landscaping, new forecourt areas providing pedestrian connectivity between the John Street frontage and the café as well as improved internal connectivity between the two buildings.

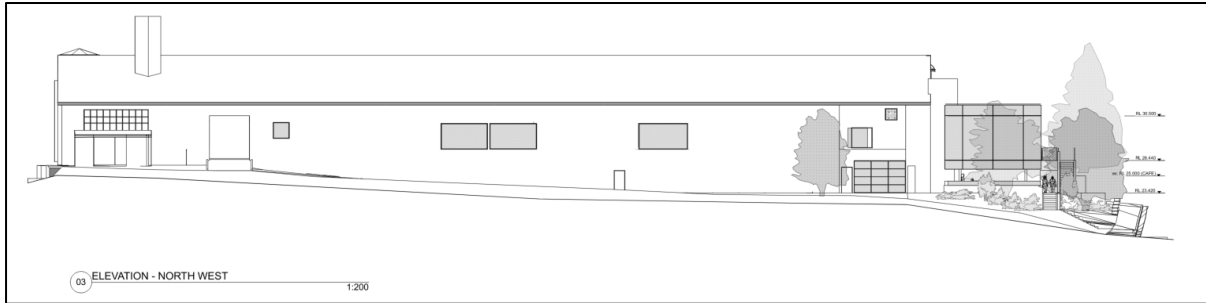


Figure 1 Building 14 Northwest Elevation. Source: Maitland City Council dated 20/06/2023

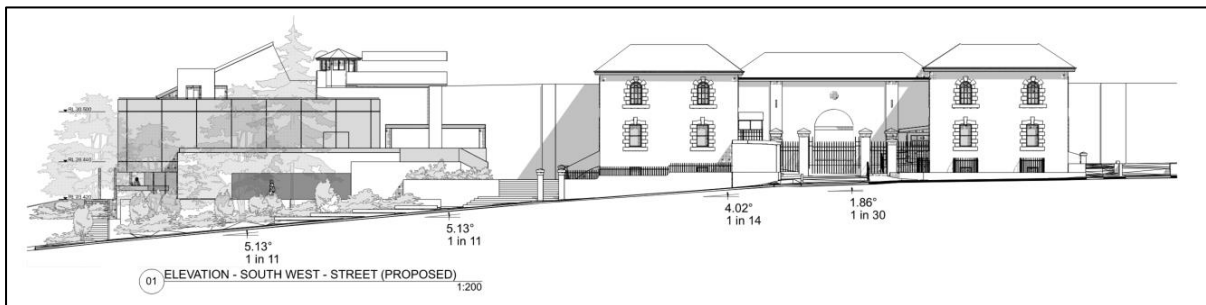


Figure 2 Building 14 Southwest Elevation. Source: Maitland City Council dated 20/06/2023

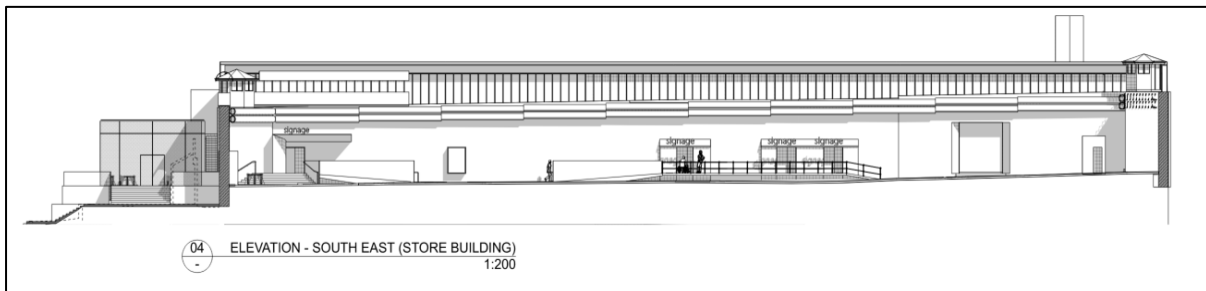


Figure 3 Building 14 Southeast Elevation. Source: Maitland City Council dated 20/06/2023

## 2 Existing Conditions

### 2.1 Site Analysis

Maitland Gaol is located at 6-18 John Street, East Maitland and identified as Crown Land managed by MCC. The Crown Reserve consists of five parcels of land listed below. The allotment for the proposed redevelopment subject of this Development Application is Lot 469 in Deposited Plan 1002766, highlighted red in the figure below.

- Lot 466 DP 1002766, containing the Former Gaol Lock Up
- Lot 467 DP 1002766, containing the Former Gaol Residence.
- Lot 468 DP 1002766, containing the Former Gaol Residence.
- **Lot 469 DP 1002766, containing the Gaol compound and Former Mounted Police Barracks, Kitchen, and Former Stables**
- A section of land in the southeast corner of the site and identified as Lot 470 DP 1002766 is Operational Land and contains the Former Police Station



Figure 4 Site Aerial Image. Source: Near Map (August 2022)

Lot 469 has an area of approximately 2 hectares and is zoned SP3 Tourist under the Maitland Local Environmental Plan (MLEP) 2011. The site mainly consists of built form being the former correctional facility. A small pocket of managed green recreational space is located north of the existing carpark. There is no significant vegetation listed on the significant tree register (Part B.5, MDCP) located on the site. However, the large Hoop Pine located adjacent to John Street in front of Building 22 is identified



as a feature marker of the site in East Maitland. No watercourses or waterways were identified in the vicinity. Maitland Gaol is positioned on top of the main hill at East Maitland which serves as a focal point for the town. The surrounding topography slopes downwards towards the north and west.

Lot 469 has street frontages to Lindesay Street to the northeast, John Street to the southwest and a small frontage to Cumberland Street to the north. A pedestrian access is located along the southeast boundary. The site is located within 200 metres of East Maitland Train Station and is located approximately 500 metres from the centre of East Maitland businesses along Melbourne Street.

Figure 5 demonstrates the land use zones surrounding the subject site. Land to the east of the site is predominantly zoned R1 General Residential, land to the north of the site is predominantly zoned RU1 Primary Production whilst land immediately west of Maitland Gaol is zoned SP1 Public Administration Building and RE1 Public Recreation which ANZAC Park. The East Maitland Courthouse is zoned SP1 Public Administration Building.



Figure 5 Zoning Map. Source: ePlanning Spatial Viewer

As aforementioned, Lot 469 contains Maitland Gaol and is comprised of 16 buildings. The site is located within the East Maitland Heritage Conservation Area and is identified as a State Heritage Item being the ‘Maitland Correctional Centre—gaol, former police station, outbuildings and stables, police barracks’.

## 2.2 Site Visit

A site visit was conducted on Thursday 19<sup>th</sup> January 2023. The following images show the current state of the facility and surrounding areas.

The northern perimeter of the facility is secured by chain-link fencing lined with barbed wire as shown in Figures 6 and 7. The chain-link fencing extends along the eastern perimeter of the facility along Lindesay Street (Figure 9). Access to the site is also controlled by sandstone block walls (Figures 9, 10 and 11). The facility implements CCTV surveillance as a crime prevention and detection measure (Figure 10) with signage installed warning carpark users to lock their private vehicles to prevent against theft (Figure 11).

Criminal activity and implemented crime prevention measures are evident in the surrounding environment. Graffiti in the area is evident as shown in Figures 8, 13, 14 and 16. These areas display the public defacement of property adjoining Maitland Gaol, outside a local high school and around East Maitland Train Station. Crime prevention measures in the surrounding vicinity include out of hours locked and barred toilet blocks at East Maitland Train Station (Figure 12), installation of CCTV surveillance at the train station (Figure 15) and installation of barred windows to residential dwellings on street frontages (Figure 17).



Figure 6 View of Asset Building 14 from John Street (looking southeast). Source: Barr Planning



Figure 7 View from John Street just north of Asset Building 14 (looking east). Source: Barr Planning



Figure 8 View of Asset Building 14 from corner of Cumberland and Lindsay Street (looking southwest). Source: Barr Planning



Figure 9 View of Maitland Gaol from Lindsay Street (looking north). Source: Barr Planning



Figure 10 View of Maitland Gaol from John Street (looking north). Source: Barr Planning



Figure 11 View of Maitland Gaol from John Street (looking north). Source: Barr Planning



Figure 12 East Maitland Train Station Men's Bathroom. Source: Barr Planning



Figure 13 Maitland Grossman High School frontage. Source: Barr Planning



Figure 14 East Maitland Train Station. Source: Barr Planning



Figure 15 East Maitland Train Station. Source: Barr Planning



*Figure 16 Surrounding Area to East Maitland Train Station. Source: Barr Planning*





*Figure 17 Residential Home with Barred Windows in East Maitland. Source: Barr Planning*

### **2.3 Community Crime Profile**

Information published by the NSW Bureau of Statistics between 2019 and 2022 has been gathered to provide a crime profile of East Maitland in relation to the Maitland LGA and the State of NSW. It is important to note that the crime figures discussed in this section of the report relate to those crimes that have been recorded by BOCSAR i.e., Recorded Incidents (RI), it is not necessarily all crimes committed in the suburb of East Maitland. Reported crime rates are responsive to the readiness or ability of a person to report crime and nature and level of police activity within a locality. Accordingly, crime data must be interpreted with caution as many factors may influence apparent trends. For example, a police ‘blitz’ on certain offences may push up recorded crime rates for those categories of offences. The increase in figures therefore does not necessarily translate to an increase in that type of crime, but rather an increase in convictions for that type of crime.

A four-year summary of the trend in crime statistics in the suburb of East Maitland is also shown below to capture changes in the crime profile of the proposed development’s locality.

As shown in Figure 18 below, in the year to September 2022, East Maitland displayed crime levels generally higher than that of the LGA and State of NSW across all the major crime categories apart from drug offences which were lower than LGA and State crime levels.

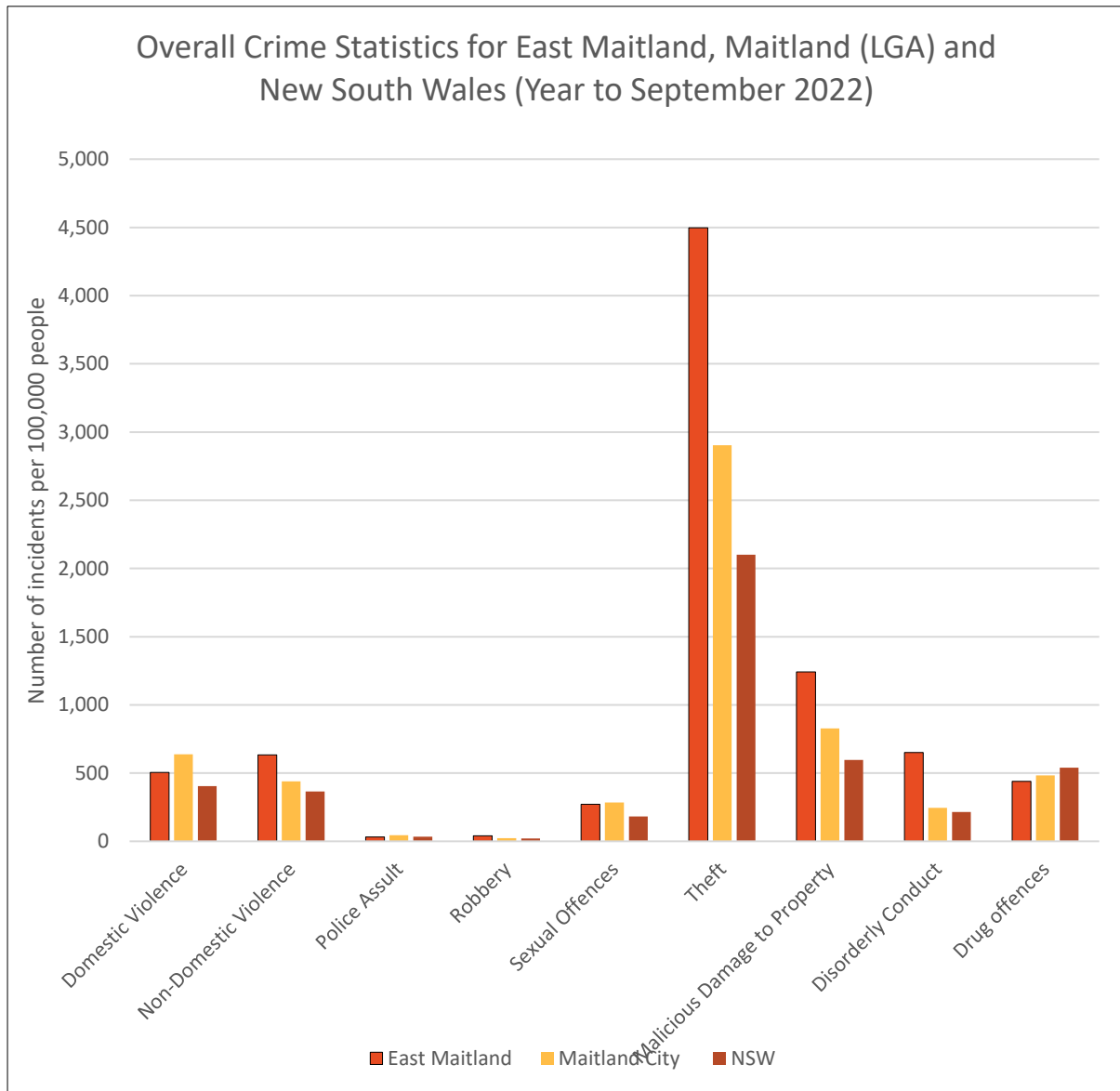


Figure 18 Comparative Crime Statistics Year to September 2022. Source: NSW BOCSAR

The highest level of crime was reported in the category of 'theft' where the incidence of crime was more than double the NSW State average and more than 50 percent higher than the Maitland LGA average. The second highest level of crime was reported in the category of 'malicious damage to property' which also occurred at a rate which was double the State average and more than 50 percent higher than the LGA average. The third highest category of crime was related to 'disorderly conduct', followed closely by 'non-domestic violence'. These crime categories also reflected higher incidence rates than State and LGA averages.

A breakdown of incidents of theft indicates that most thefts occurred during the day as shown in Table 1.

Table 1 Comparison of Night vs. Day Theft Breakdown East Maitland. Source: NSW BOCSAR

	2019	2020	2021	2022
Day	4,018	3,977	3,262	3,062
Night	1,981	2,029	1,539	1,435

The data in Table 2 reveals that most of the theft occurred as stealing from retail stores. This reflected approximately a third of all reported incidents. Between 10 and 14 percent of theft occurred as stealing from motor vehicles. Incidents of stealing from dwellings comprised less than 10 percent of incidents over the observed period whilst stealing from person made up 1 percent or less of reported theft.

Table 2 Comparison of Theft Category Breakdown East Maitland. Source: NSW BOCSAR

	2019	2020	2021	2022
Steal from retail store	35%	31%	29%	32%
Steal from motor vehicle	12%	14%	11%	10%
Steal from dwelling	6%	9%	7%	7%
Steal from person	1%	1%	1%	1%

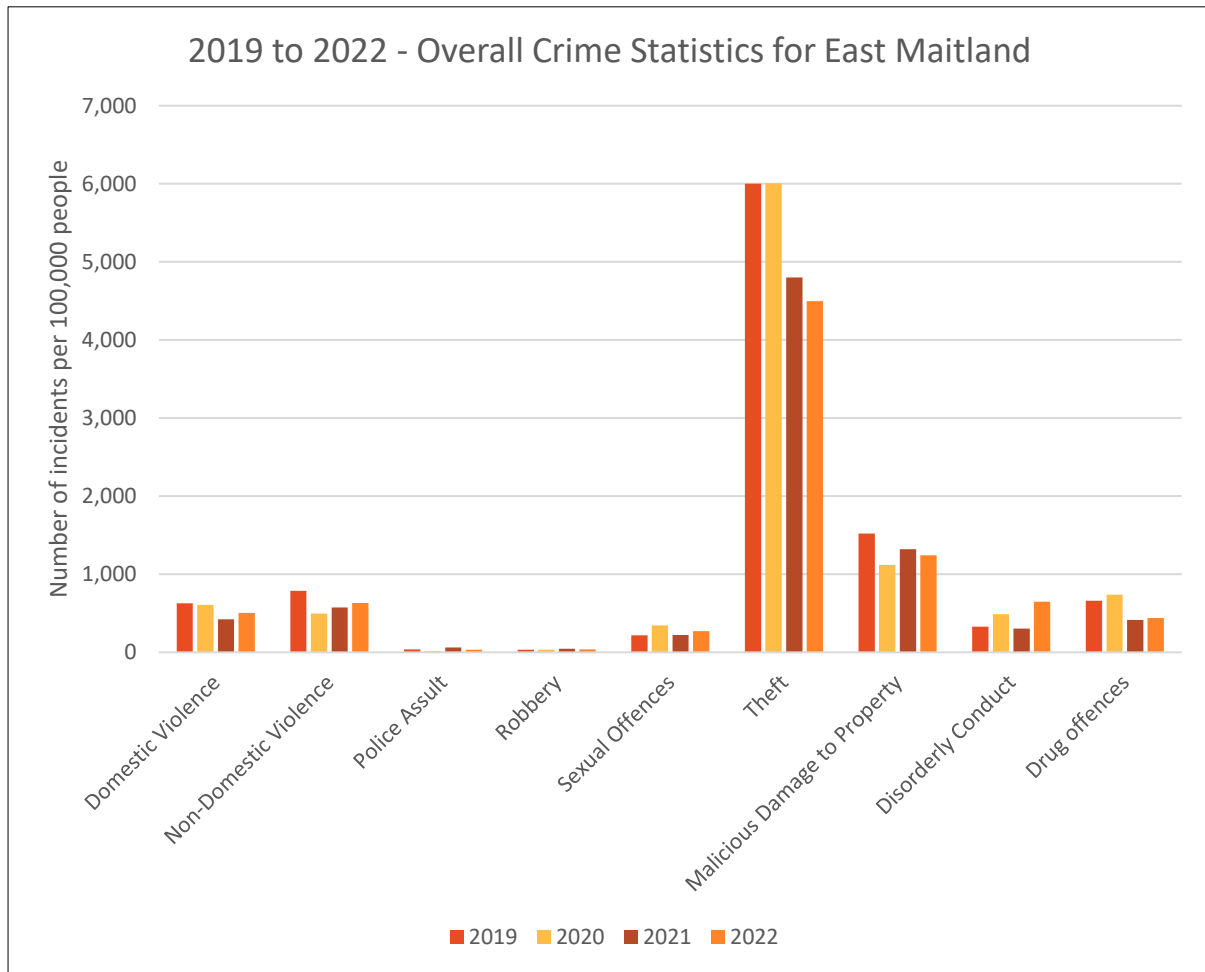


Figure 19 Overall Crime Statistics for East Maitland (2019 to 2022). Source: NSW BOCSAR

Crime levels in East Maitland over the four-year period between 2019 and 2022 have generally remained stable across crime categories or have trended downwards. Notably, levels of theft have decreased over the last four years, reducing approximately 25 percent over the observed period. Levels of disorderly conduct have increased slightly over the observed period. The generally stable levels of crime incidence over the past four years across major crime categories suggests that COVID restrictions have not had a significant impact on observed crime levels.

## 2.4 Crime Opportunity

Based on the provided information, the two largest categories of crime in the East Maitland catchment relate to theft and malicious damage to property. As such, the proposed development will be most susceptible to these potential crimes. The risk of theft may occur from retail stores on the site as well as theft from private motor vehicles parked at the site. Malicious damage to property may occur within the site, however, are most likely to occur at the external boundaries of the site and to buildings which are publicly accessible. A review of existing site conditions and photos shown in Section 2.1 indicates evidence of graffiti and vandalism in proximity to the subject site which will need to be managed through implementation of CPTED principles detailed in Section 3.

## **2.5 Maitland City Council Vandalism Reporting Policy**

Maitland City Council adopted the Vandalism Reporting Policy in April 2016 to reduce vandalism in the Maitland LGA and to encourage community involvement in identifying and prosecuting vandals through rewards incentives. Under this policy, Council will offer a standing reward of up to a maximum of \$3,000 for information including court evidence which leads to the conviction of persons vandalising Council property. The policy was updated in May 2023 whereby the standing reward was increased to up to a maximum of \$6,000 for information including court evidence which leads to the conviction of persons vandalising Council property. The vandalism reward scheme is subject to an annual cap of \$20,000 per financial year. Once this cap has been reached no further reward applications will be paid. The policy supports the protection and conservation of Council's property which includes Maitland Gaol managed as Crown Land by Council.

In addition to the above initiative, Council will seek to improve crime prevention through environmental design. By increasing the risks associated with crime or by reducing the rewards of crime, it is possible to produce urban and natural environments that are more resilient to crime. Council will seek to prepare a CPTED framework to state its commitment to CPTED practices, incorporate CPTED into Council's DCP, implement staff CPTED training programs and incorporate CPTED into asset maintenance strategies.

## **3 Crime Prevention Through Environmental Design Principles**

CPTED is a crime prevention strategy that focuses on the planning, design and structure of cities and neighbourhoods. It reduces opportunities for crime by using design and place management principles.

There are four main principles of CPTED – natural surveillance, access control, territorial reinforcement, and space management. An assessment of the proposed development against the CPTED principles is provided below.

### **3.1 Natural Surveillance**

The attractiveness of crime targets can be reduced by providing opportunities for effective surveillance, both natural and technical.

Good surveillance means that people can see what others are doing. People feel safe in public areas when they can easily see and interact with others. Would be offenders are often deterred from committing crime in areas with high levels of surveillance.

From a design perspective, 'deterrence' can be achieved by:

- Clear sightlines between public and private places.
- Effective lighting of public places.
- Landscaping that makes places attractive but does not provide offenders with a place to hide or entrap victims.

The proposed development will include a new ground floor café with a transparent external façade and outdoor forecourt seating which will support passive surveillance of the John Street frontage during hours of operation. The development will also provide new stepped pedestrian access from John Street to the site and will include pedestrian thoroughfare between Asset Buildings 2, 22 and 14. The use of these courtyard areas for active pedestrian thoroughfare will promote ongoing surveillance during hours of operation and will deter unauthorised or illegal activities.

Clear sightlines will be maintained within the inner courtyard along the north south axis adjacent to the ticket office as well as along the east west axis along the building line of Asset Building 22. Use of the courtyard areas for dining and outdoor seating will further support passive surveillance in this area.

The café’s transparent external façade will wrap around the building to the northeast and provide visibility to the new outdoor public carpark supporting passive surveillance of this area. Passive surveillance of the carpark will be supported by a wide 4.5 metre wide ‘steel reveal’ from the Building 14 ground floor bar/foyer area to external hardstand area. Lighting of the public carpark and all pathways will be designed to meet the relevant Australian Lighting Standards and support visibility during evening and nighttime hours.

Landscaping to the John Street frontage will predominantly utilise Rosemary plantings whilst landscaping adjacent to Asset Building 2 will utilise White Correa plantings. The use of low height landscaping will maintain high levels of visibility and mitigate opportunities for illegal activity whilst still achieving visual amenity objectives.

The facility will implement CCTV in public areas including outdoor carpark and courtyard areas as well as at the site perimeter to assist in crime detection and reporting.

The table below identifies ‘natural surveillance’ risks and recommended strategies to minimise the crime risk.

*Table 3 Natural Surveillance Risks and Recommendations*

Natural Surveillance Risk	Recommendation
<p>Limited opportunities for passive surveillance are provided to the new outdoor public carpark due to relative isolation and low levels of pedestrian thoroughfare.</p>	<ul style="list-style-type: none"> <li>▪ Ensure all areas shall be well lit at night.</li> <li>▪ Vegetation and landscaping will be regularly maintained to support visibility to and within car park.</li> <li>▪ Consider installation of CCTV to carpark area to assist in crime detection and reporting.</li> </ul>

### 3.2 Access Control

Physical and symbolic barriers can be used to attract, channel, or restrict the movement of people. They minimise opportunities for crime and increase the effort required to commit crime.

By making it clear where people are permitted to go or not go, it becomes difficult for potential offenders to reach and victimise people and their property. Illegible boundary markers and confusing spatial definition make it easy for criminals to make excuses for being in restricted areas. However, care needs to be taken to ensure that the barriers are not tall or hostile, creating the effect of a compound.

Effective access control can be achieved by creating:

- Landscapes and physical locations that channel and group pedestrians into target areas.
- Public spaces which attract, rather than discourage people from gathering.
- Restricted access to internal areas or high-risk areas (like carparks or other rarely visited areas). This is often achieved using physical barriers.

The development will maintain a clear vehicular point of access via the existing driveway from John Street to the outdoor public carpark. Vehicular access to the loading dock and workshop on the northeast of the site will be controlled for use by authorised personnel only.

Pedestrian access will be directed into the site via two stepped stairways from the John Street frontage. The existing narrow pedestrian stairway from John Street will be widened to clearly demarcate this as a public entry point to the site. The street facing café, glass external façade and outdoor forecourt landing will create visual interest and retail activity and provide visual cues supporting use of these areas as public entry and gathering points for the tourist facility. Disabled access from the carpark to the facility will be provided via a new lift accessed from the basement entry gallery landing. The basement entry gallery will also facilitate general pedestrian access from the external carpark to the facility thereby directing access via a common thoroughfare. Signage will be provided across the precinct to assist with wayfinding and navigation through the site.

Electronic security access control will be implemented and installed to doors as required to prevent unauthorised access in accordance with Maitland Gaol's operational practice. Access to the Asset Building 14 basement loading bay, cool store and storage areas will be secure access only. Lift access to the Asset Building 22, Level 1 terrace will be controlled to the facility's operating hours only. Mechanical access control including security site fencing along the perimeter of the facility will remain to prevent unauthorised access and delineate site boundaries.

It is noted that the development proposes new openings in the existing facility wall to create a thoroughfare between the café forecourt and internal courtyard area. Further consideration of how this new thoroughfare and access point will be controlled after closing times is required. No afterhours

access controls are understood to have been proposed at the time of this report. This opening, if uncontrolled, may provide easy access and the opportunity to deface and damage the heritage item. After hours operational management procedures for this new access point should be developed.

The table below identifies ‘access control’ risks and recommended strategies to minimise the crime risk.

Table 4 Access Control Risks and Recommendations

Access Control Risk	Recommendation
Unauthorised access to and within loading dock and workshop.	<ul style="list-style-type: none"> <li>▪ Install signage at vehicular entry to the loading dock and workshop identifying access for authorised personnel only.</li> <li>▪ Loading dock and workshop roller doors should remain closed unless in operation or use.</li> </ul>
Access to internal Gaol courtyard via proposed new opening.	<ul style="list-style-type: none"> <li>▪ Mechanical, electronic and/or operational control measures to be installed to prevent unauthorised afterhours access and damage and defacement of heritage items.</li> </ul>

### 3.3 Territorial Reinforcement

Community ownership of public space sends positive signals. People often feel comfortable in, and are more likely to visit, places which feel owned and cared for. Well used places also reduce opportunities for crime and increase risk to criminals.

If people feel that they have some ownership of public space, they are more likely to gather and to enjoy that space. Community ownership also increases the likelihood that people who witness crime will respond by quickly reporting it or by attempting to prevent it. Territorial reinforcement can be achieved through:

- Design that encourages people to gather in public space and to feel some responsibility for its use and condition.
- Design with clear transitions and boundaries between public and private space.
- Clear design cues on who is to use space and what it is to be used for. Care is needed to ensure that territorial reinforcement is not achieved by making public spaces private spaces, through gates and enclosures.

The development will retain built elements which clearly delineate the public space from the private space. The development will retain a clear building line along the John Street frontage which will include security fencing to clearly delineate Maitland Gaol from the public domain. Wayfinding,



directional signage, and flagpole banners along the street frontage will further serve to identify the site from its surroundings.

The development will incorporate outdoor dining and seating in the outer and inner courtyards to encourage and support public gathering in these areas. The gathering in these public courtyard areas will support positive social interactions and the mitigate anti-social activity by fostering a sense of community ownership of the space.

The table below identifies ‘territorial reinforcement’ risks and recommended strategies to minimise the crime risk.

*Table 5 Territorial Reinforcement Risks and Recommendations*

Territorial Reinforcement Risk	Recommendation
Unauthorised access to loading dock and workshop.	<ul style="list-style-type: none"> <li>▪ Install signage at vehicular entry to the loading dock and workshop identifying access for authorised personnel only.</li> </ul>
Territorial ambiguity created by absence of clear signage.	<ul style="list-style-type: none"> <li>▪ Provide clear directional signage for pedestrians and visitors at key entry points to site including within carpark and at street frontage.</li> <li>▪ Provide clear wayfinding signage within facility to identify access to ticket office, café, and amenities.</li> </ul>

### 3.4 Space Management

Popular public space is often attractive, well maintained and well used space. Linked to the principle of territorial reinforcement, space management ensures that space is appropriately utilised and well cared for.

Space management strategies include activity coordination, site cleanliness, rapid repair of vandalism and graffiti, the replacement of burned-out pedestrian and car park lighting and the removal or refurbishment of decayed physical elements.

Given that theft and malicious damage to property are the highest crime risk categories in the surrounding locality, the below table identifies ‘space management’ recommendations which may be implemented post development to ensure that the development is regularly maintained. The objective should be to minimise the perception of urban decay by maintaining clean and undamaged areas and minimise fear of crime and avoidance behaviour.

Table 6 Space Management Risks and Recommendations

Space Management Risk	Recommendation
Waste management	<ul style="list-style-type: none"> <li>▪ Ensure garbage bins and waste storage receptacles are regularly emptied to prevent overflowing rubbish.</li> </ul>
Graffiti	<ul style="list-style-type: none"> <li>▪ A 24-hour graffiti management regime should be implemented to minimise potential for cumulative graffiti and vandalism actions.</li> <li>▪ Consider using graffiti resistant building materials where possible such as polycarbonate laminates instead of glass, selection of injection moulded seating instead of other materials, graffiti resistant paint finishes.</li> <li>▪ Install vandal resistant lighting.</li> <li>▪ Incentivise reporting of vandalism through Council’s Vandalism Reporting Policy.</li> </ul>
Theft	<ul style="list-style-type: none"> <li>▪ Install signage to assist in universal education to reduce theft from motor vehicles (‘avoid leaving valuables in unattended’).</li> </ul>
Lighting repair	<ul style="list-style-type: none"> <li>▪ Management regime should ensure that lighting is repaired as soon as possible after any lighting failures or damage.</li> </ul>
Cleanliness and maintenance	<ul style="list-style-type: none"> <li>▪ The management regime shall ensure that the site is always kept clean and tidy.</li> </ul>

## 4 Conclusion

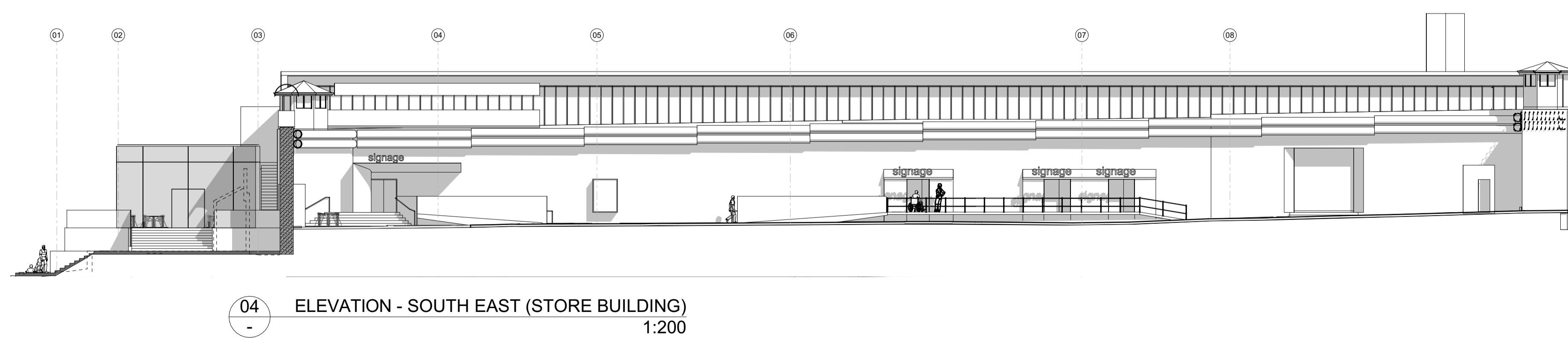
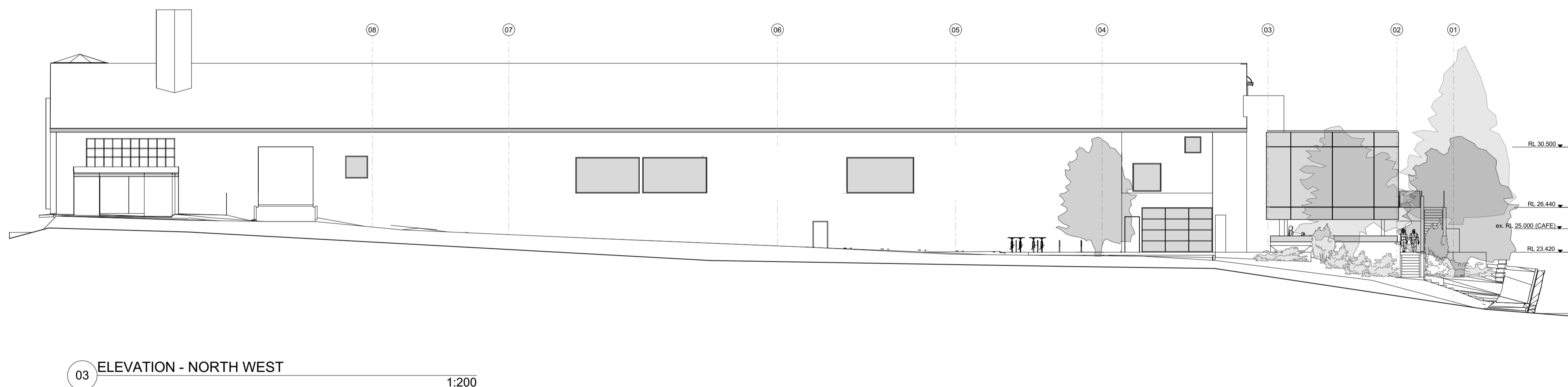
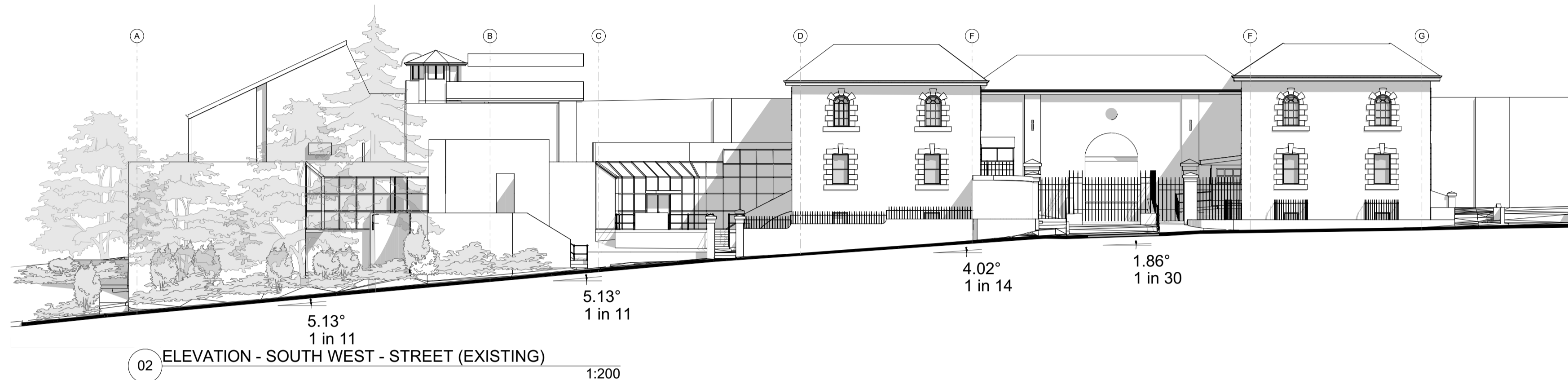
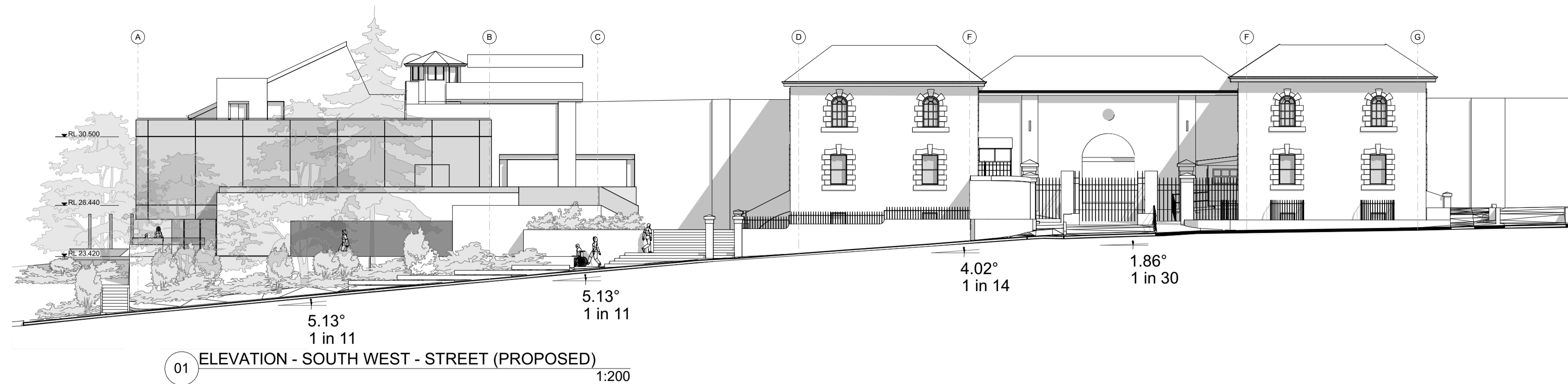
This Crime Risk Assessment has been prepared by Barr Planning in line with the *Crime prevention and the assessment of development application Guidelines*. It is considered that the proposed alterations and additions to Maitland Gaol at 6-18 John Street, East Maitland will have a positive impact on crime in the locality. The development will encourage active use of the site as a tourist facility thereby improving passive surveillance and stimulating economic vitality of the surrounding environment.

The recommended strategies to minimise potential criminal or anti-social behaviour can be implemented as appropriate conditions of consent. The recommended strategies are summarised as follows:

- Ensure all areas be well lit at night.
- Consider installation of CCTV to carpark area to assist in crime detection and reporting.
- Install signage at vehicular entry to the loading dock and workshop identifying access for authorised personnel only.
- Loading dock and workshop roller doors should remain closed unless in operation or use.
- Provide clear directional signage for pedestrians and visitors at key entry points to site including within carpark and at street frontage.
- Provide clear wayfinding signage within facility to identify access to ticket office, café, and amenities.
- Ensure garbage bins and waste storage receptacles are regularly emptied to prevent overflowing rubbish.
- Install signage to assist in universal education to reduce theft from motor vehicles ('avoid leaving valuables in unattended').
- Implement an operational maintenance plan including graffiti management, lighting repair and cleanliness and maintenance.
- Landscaping to be maintained with shrubs trimmed to a maximum height of 600mm and tree branches to be trimmed to a height of 2m from the base of trunk.
- Control lift access to Level 1 terrace on Asset Building 22 to prevent after-hours access.
- Access control of new opening between Asset Building 14 and 22 – consider further mechanical, electronic and/or operational control measures to new thoroughfare to internal courtyard to prevent unauthorised afterhours access and defacement to heritage items.

## **5 Appendices**

### **5.1 Architectural Plan Set**

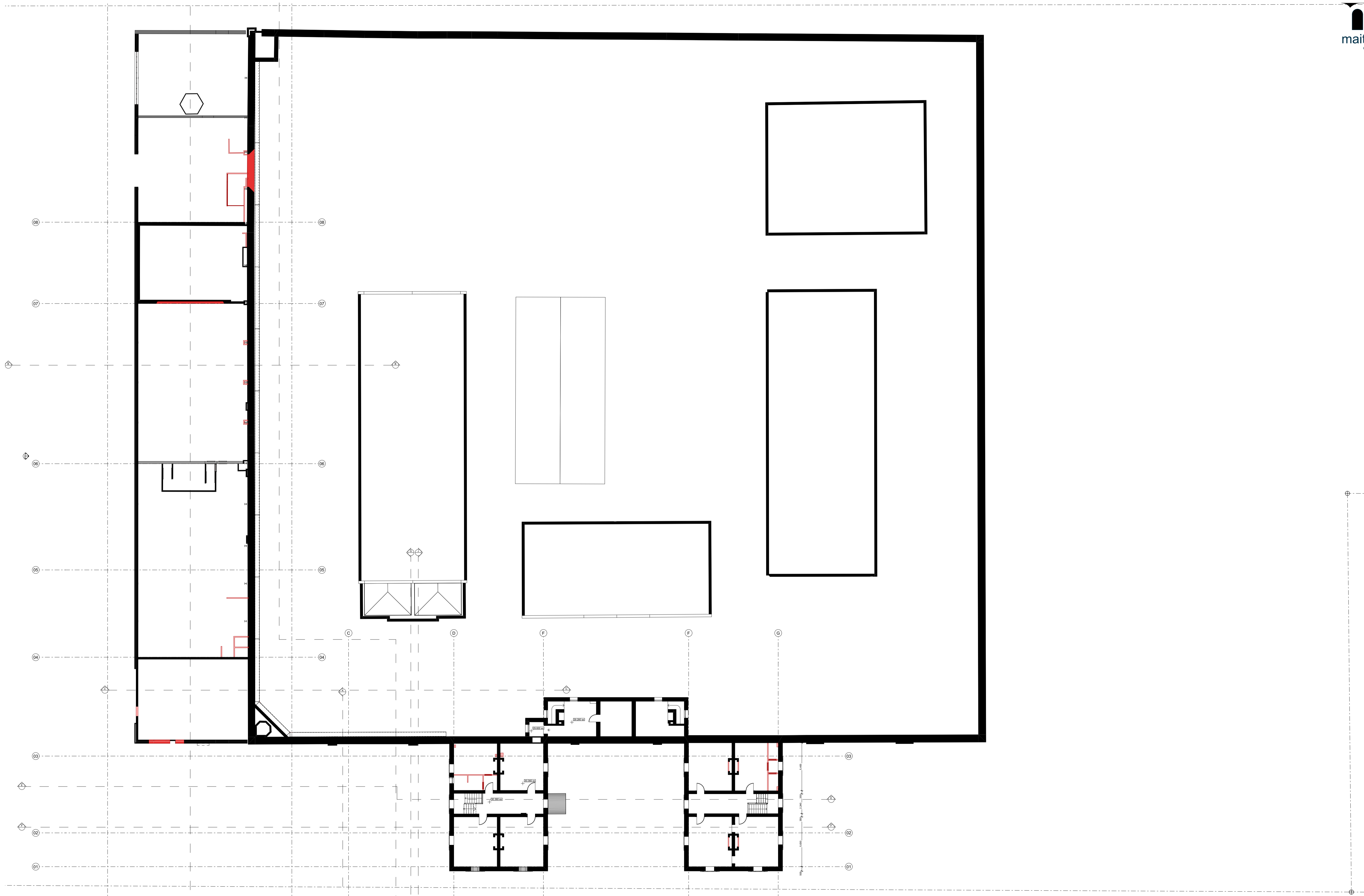


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Verify all dimensions and levels on site and report any discrepancies prior to the commencement of work.  
Drawings are to be read in conjunction with all contract documents.  
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File: Maitland Gaol Master\_ACS25\_post workshop.pln 20/06/2023

REVISION	BY	DATE	REVISION	BY	DATE
A	MW	24/10/22	H	MW	24/06/23
B	MW	07/11/22	I	MW	02/06/23
C	MW	04/01/23	J	MW	20/06/23
D	MW	11/01/23			
E	MW	24/02/23			
F	MW	16/03/23			
G	MW	02/05/23			

REVISION	BY	DATE	REVISION	BY	DATE
A	MW	24/10/22	H	MW	24/06/23
B	MW	07/11/22	I	MW	02/06/23
C	MW	04/01/23	J	MW	20/06/23
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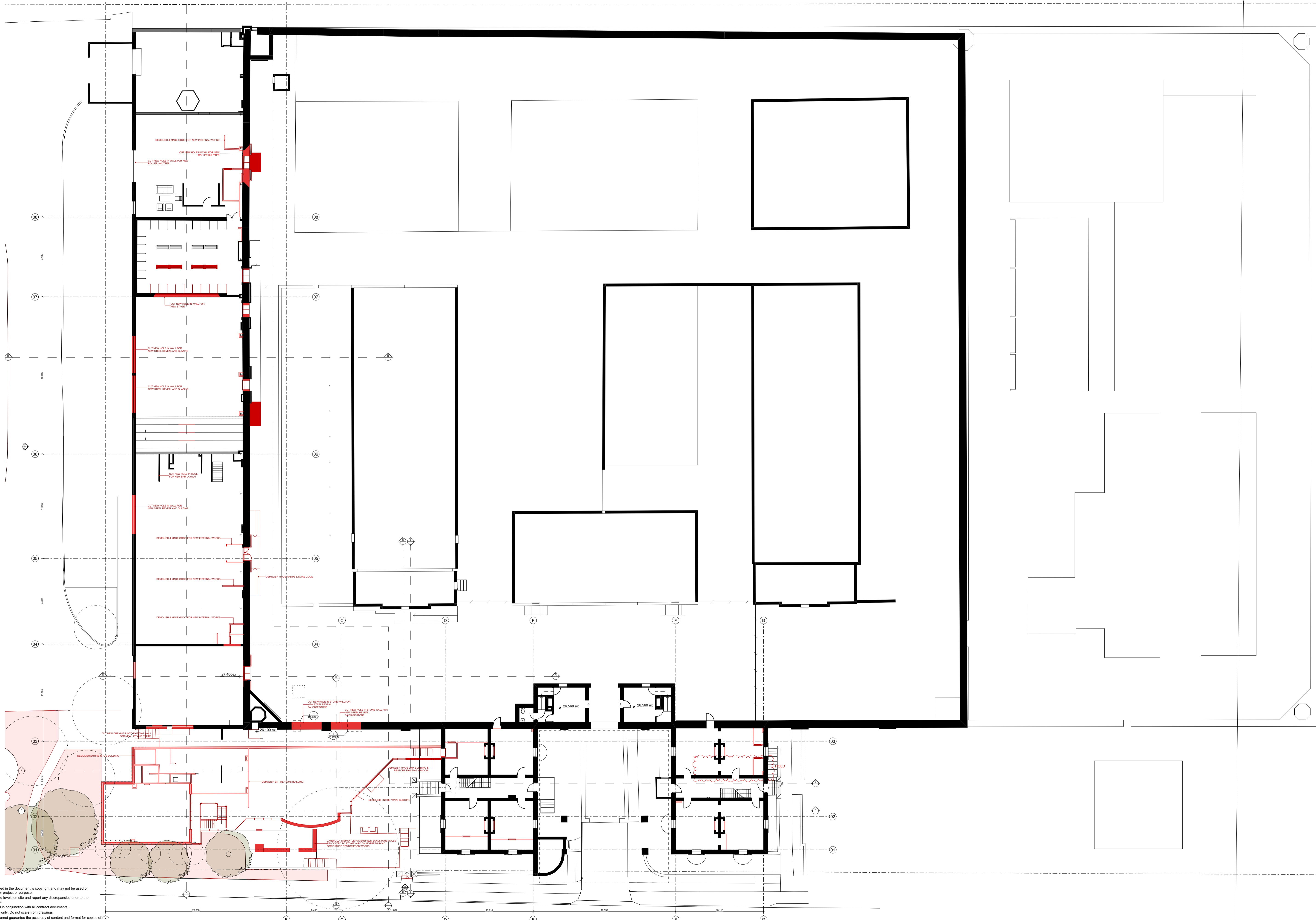


1 PLAN - LEVEL 1 (LOFT) 1:200

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File: Maitland Gaol Master\_AC25\_post\_workshop.pln 20/06/2023

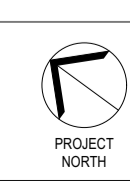
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A	MW	24/10/22			
B	MW	07/11/22			
C	MW	24/11/22			
D	MW	11/01/23			
E	MW	24/05/23			
F	MW	20/06/23			



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1 DEMOLITION PLAN - GROUND FLOOR  
 1:200

REVISION	BY	DATE	REVISION	BY	DATE
A	MW	23/10/22			
B	MW	07/11/22			
C	MW	08/09/23			
D	MW	11/01/23			
E	MW	04/08/23			
F	MW	20/06/23			



RATIO @ A3 Refer to Title	
SURVEYOR	DATE
DRAWN	DATE OF PLAN

**MAITLAND CITY COUNCIL**  
 INFRASTRUCTURE & WORKS  
 285-287 HIGH STREET  
 P.O. BOX 220  
 MAITLAND 2320

**MAITLAND GAOL REDEVELOPMENT**  
 HIGH STREET  
 MAITLAND  
**DEMOLITION PLAN - GROUND FLOOR**

PLAN NO.  
**DA-122\_F**

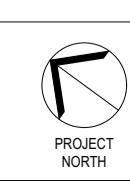


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**1 DEMOLITION PLAN - BASEMENT**  
 1:200

File: Maitland Gaol Master\_ACS25\_post workshop.pdf 20/06/2023

REVISION	BY	DATE	REVISION	BY	DATE
A	MW	24/10/22			
B	MW	07/11/22			
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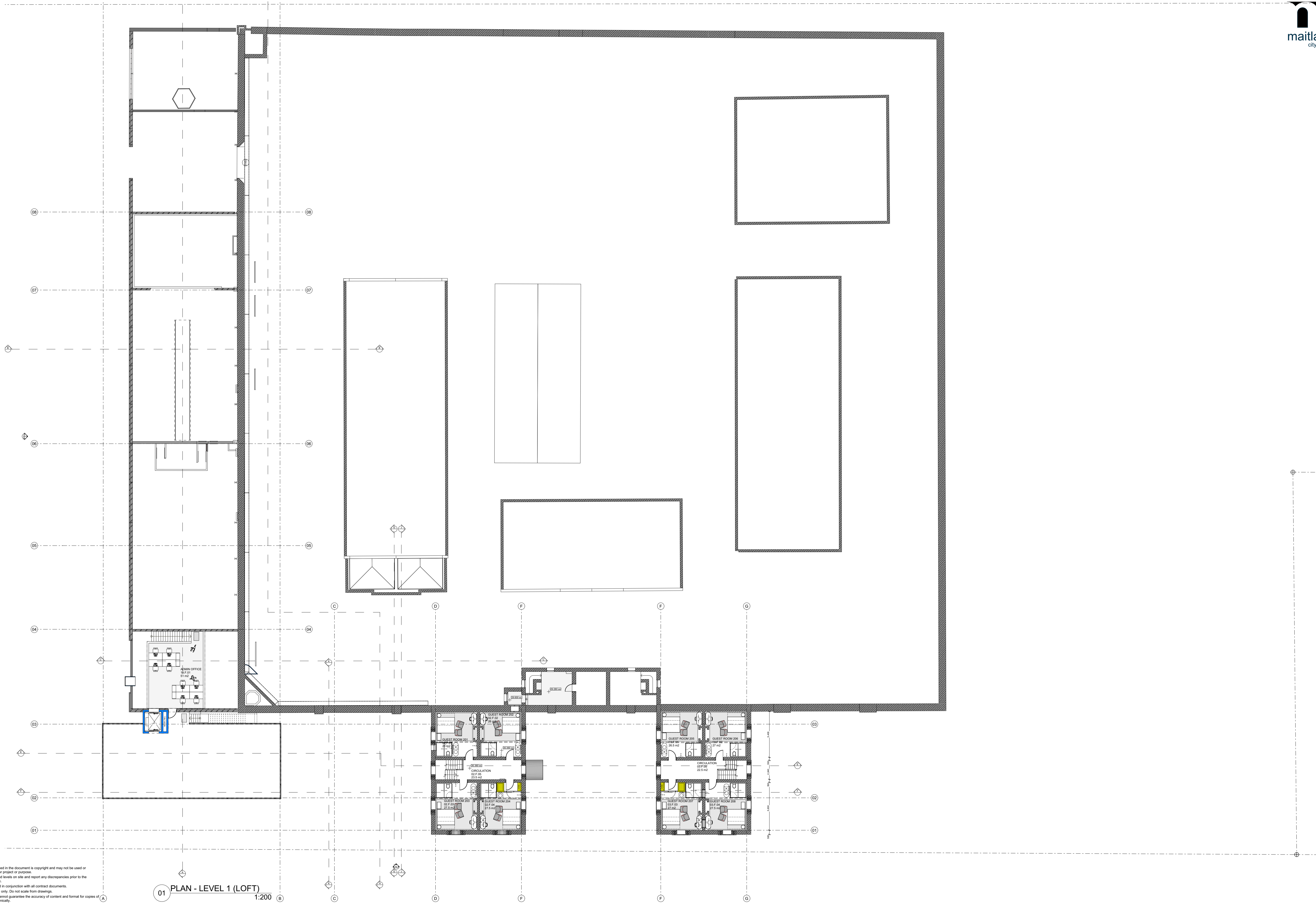


RATIO/AS Refer to Title	
SURVEYOR MW	DRAWN MW
DATE 2022	DATE OF PLAN 2022

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**MAITLAND GAOL REDEVELOPMENT**  
 HIGH STREET  
 MAITLAND  
**DEMOLITION PLAN - BASEMENT**



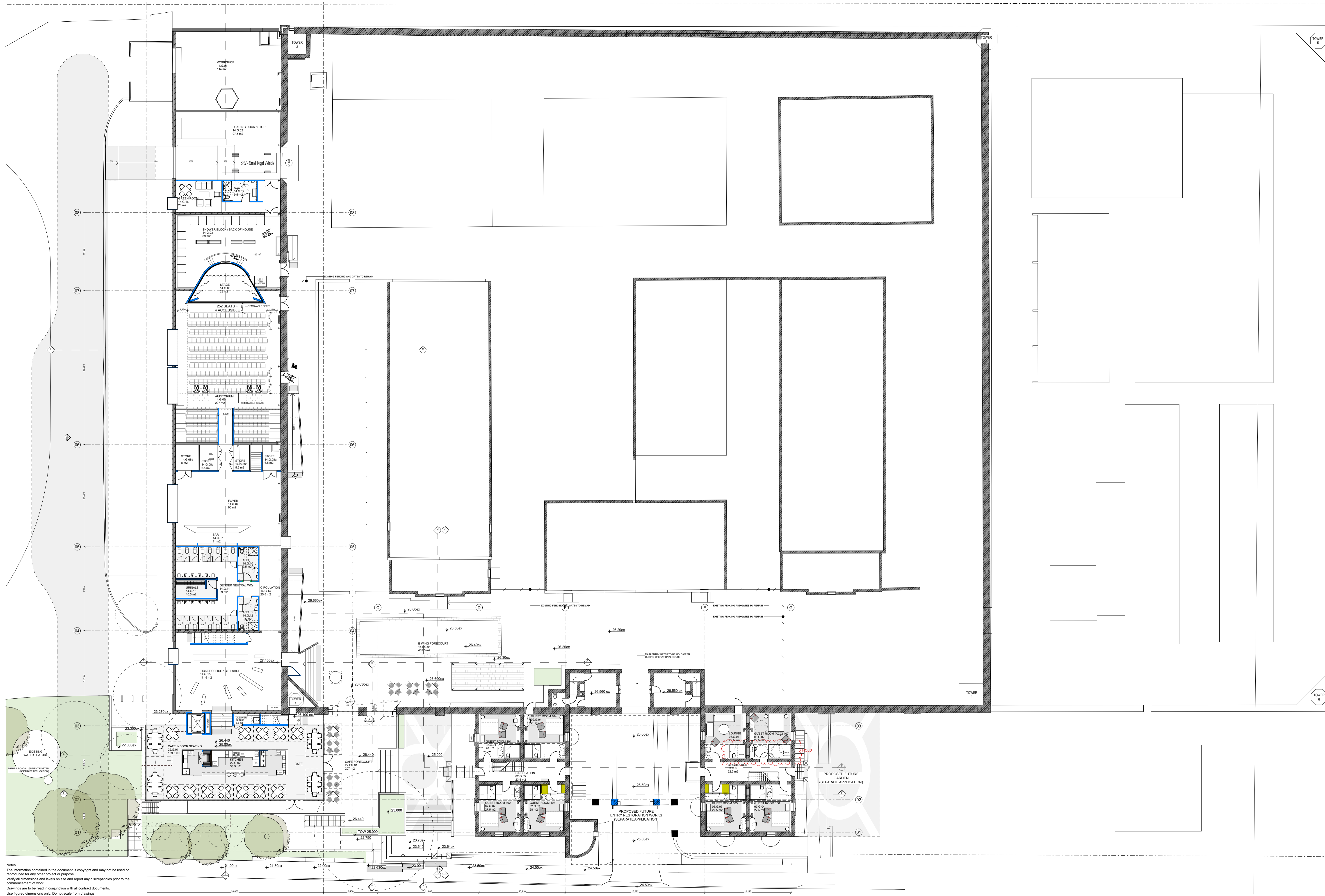


01 PLAN - LEVEL 1 (LOFT) 1:200

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File: Maitland Gaol Master\_AC25\_post\_workshop.pln 20/06/2023

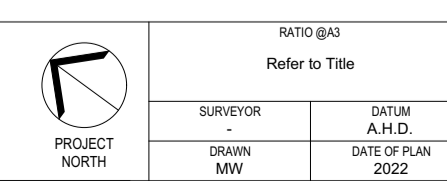
REVISION	BY	DATE	REVISION	BY	DATE
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B	MW	07/11/22	I	MW	20/06/23
C	MW	08/11/22			
D	MW	12/12/22			
E	MW	11/01/23			
F	MW	24/02/23			
G	MW	02/05/23			



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01 PLAN - GROUND FLOOR  
 1:200

REVISION	BY	DATE	REVISION	BY	DATE
A	MW	24/10/22	H	MW	18/06/23
B	MW	07/11/22	I	MW	02/05/23
C	MW	08/09/22	J	MW	08/06/23
D	MW	12/12/22	K	MW	08/06/23
E	MW	11/01/23	L	MW	08/06/23
F	MW	19/01/23	M	MW	20/06/23
G	MW	24/02/23			



RATIO @ A3  
 Refer to Title

SURVEYOR MW	DATE A.M.L. SITE PLAN 2022
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**MAITLAND CITY COUNCIL**  
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**MAITLAND GAOL REDEVELOPMENT**  
 HIGH STREET  
 MAITLAND  
**PLANS - GROUND FLOOR**

PLAN NO.  
**DA-102\_M**