

MINUTES OF MEETING OF SINGLETON COUNCIL HELD IN THE COUNCIL CHAMBERS QUEEN STREET SINGLETON ON TUESDAY 19 APRIL 2022, COMMENCING AT 5.30PM.

PRESENT:

Crs S Moore (Mayor and Chairperson), G Adamthwaite, B Charlton, S George, T Jarrett, H Jenkins, M McLachlan, T McNamara, and D Thompson.

APOLOGIES

40/22 **MOVED:** Cr George **SECONDED** Cr Thompson that the apologies from Cr Scott for non-attendance at the meeting be accepted.

CARRIED

IN ATTENDANCE

Jason Linnane, General Manager; Vicki Brereton, Director Organisation & Community Capacity; Dwight Graham, Director Corporate & Commercial Services; Damian Morris, A/Director Infrastructure and Planning, Brian Oberdorf, A/Manager Water and Sewer, Alex Theaker, Business Improvement Specialist, Nicole Lonsdale, Manager Community Service Delivery, and Cheryl Smith, Executive Assistant were present in the Chambers.

Jeannie Hayes, Financial Controller, Sean Britton, Manager Strategy and Engagement, Emily Quigley, Acting Coordinator Communications and Engagement attended by audio-visual link.

CONFIRMATION OF MINUTES

41/22 **MOVED:** Cr Jenkins **SECONDED** Cr Adamthwaite that the minutes of Meeting of Singleton Council held on Tuesday 15 March 2022, be confirmed.

CARRIED

DISCLOSURES AND DECLARATIONS OF INTEREST

- Cr Charlton – DI&P20/22 – Sustainability Advisory Committee Membership – significant non-pecuniary interest and I will not be present for consideration or discussion of the matter as the applicant Mr Wood and I are representatives on other community based committees and are both alumni of the Centre for Sustainability Leadership Program.

- Cr Charlton – DI&P18/22 – Item 1 – John Street Parking Restrictions – non-significant non-pecuniary interest and I will not be present for consideration or discussion of the matter relating only to Item 1 – as I am a resident of John Street albeit not in the area prescribed.
- Cr Charlton – DI&P19/22 – Item 5.1 – Unnamed road off Hermitage Road known as Ironbark Hill – non-significant non-pecuniary interest and I will not be present for consideration or discussion of the matter related to item 5.1 only. I am currently undertaking work for the University involving Ironbark Hill and Peter Drayton (PD) Wines. As there is no map attached to the agenda I cannot be certain of whether the matter involves Ironbark Hill and PD Wines property.
- Cr Charlton – DI&P19/22 – Item 5.8 Bimbadeen Road Remedial Action – pecuniary interest and I will not be present for consideration or discussion of the matter in relation to item 5.8 only. Prior to being elected to Council I provided legal advice to owners along Bimbadeen Road about Council's invalid Enforcement Order.

WITHDRAWAL OF ITEMS AND LATE ITEMS OF BUSINESS

A handout from the Director Corporate and Commercial Services was tabled in relation to the Revenue Policy reports (DCCS12-18/22). An alternative motion was provided from the Director Corporate and Commercial Services, to DCCS15/22 Revenue Policy – Sewerage Charges, which amended the OSSM charge from \$72 to \$97.

General Manager's Report (GM22/22)

GM22/22 Leave of Absence - Cr Hollee Jenkins

FILE:21/00157

A report was provided to advise that Cr Hollee Jenkins had applied for a leave of absence from Council from 1 May 2022 to 31 May 2022 inclusive due to travel.

42/22

MOVED: Cr Jarrett **SECONDED** Cr Thompson that Council grant leave of absence to Cr Jenkins from 1 May 2022 to 31 May 2022 inclusive.

CARRIED

*General Manager's Report (GM23/22)***GM23/22 United Wambo Voluntary Planning Agreement (VPA)
Community Committee****FILE:20/00460**

A report was provided to seek Council's endorsement of the community member nominee required for the United Wambo Voluntary Planning Agreement (VPA) Community Committee.

- 43/22 **MOVED:** Cr McNamara **SECONDED** Cr George that Council endorse the community member nominee Brian Atfield, resident of Jerrys Plains, to participate on the United Wambo Voluntary Planning Agreement Community Committee.

CARRIED*Corporate and Commercial Services Report (DCCS11/22)***DCCS11/22 Road Naming - Johnston Court, Sedgefield****FILE:21/00509**

A report was provided for Council to consider the naming of a proposed road as part of DA 307/2013 at Sedgefield.

- 44/22 **MOVED :** Cr Jenkins **SECONDED** Cr Adamthwaite that:

1. Council endorse the road name Johnston Court and call for public submissions on the proposed name.
2. Should no negative submissions be received:
 - a) Council formally adopt the name
 - b) Signpost Johnston Court
 - c) Publish a notice of the new name in the NSW Government Gazette.
3. Should any negative submissions be received, a further report be considered by Council prior to adoption of a name.

CARRIED*Corporate and Commercial Services Report (DCCS12/22)***DCCS12/22 2022/23 Revenue Policy - Rating Policy****FILE:21/00620**

A report was provided to advise Council of the proposed Rating Policy that has been included in Council's Revenue Policy which is contained within Council's draft Operational Plan 2022/23.

Section 405 of the *Local Government Act, 1993 (the Act)* requires a Council to include in its draft Operational Plan the Council's Revenue Policy. Incorporated in the Revenue Policy is information regarding Council's Rating Policy. The Rating Policy details each

ordinary rate and each special rate which is proposed to be levied.

45/22 **MOVED:** Cr Adamthwaite **SECONDED** Cr Jarrett that Council adopt the following Rating Policy for inclusion in the Revenue Policy contained within Council's draft Operational Plan 2022/23 which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*:

- 1) Council applies to IPART for a one-off Additional Special Variation (ASV) to its rates for 2022/23 of 2.0% total rates increase in accordance with its existing Long Term Financial Plan (LTFP)
- 2) Council's 2022/23 rate yield be increased by:
 - a) If approved by IPART, 2.0% as per Council's previously adopted LTFP
 - b) If the ASV is not approved by IPART, 0.7%
 - c) Plus, Council's approved catch-up amount as advised by the Office of Local Government of \$7,516
- 3) A rating structure consisting of the following categories/subcategories:

Rate Category	Subcategory
Residential	Singleton Rural Residential Village Ordinary
Business	Singleton Mount Thorley Village Ordinary
Farmland	Ordinary
Mining	Coal

CARRIED

Corporate and Commercial Services Report (DCCS13/22)

DCCS13/22 2022/23 Revenue Policy - Domestic Waste Management Charges**FILE:21/00620**

A report was provided to advise Council of the proposed Domestic Waste Management Services (DWM) Charges that have been included in Council's Revenue Policy which is contained within Council's draft Operational Plan 2022/23.

Section 405 of the *Local Government Act, 1993* (the Act) requires a Council to adopt an Operational Plan. Council's Revenue Policy is a key part of the Operational Plan.

46/22 **MOVED:** Cr Thompson **SECONDED** Cr Jenkins that Council adopt the following Domestic Waste Management Services Charges for inclusion in the Revenue Policy contained within Council's draft Operational Plan 2022/23 which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*:

Domestic Waste Management Services Charges

Urban / Villages

Weekly general waste (240L), fortnightly recycling (240L), fortnightly garden organics (240L)	\$550.00
Weekly general waste (240L), fortnightly recycling (360L), fortnightly garden organics (240L)	\$590.00
Additional weekly general waste service (240L)	\$200.00
Additional fortnightly recycling service (240L)	\$100.00
Additional fortnightly garden organics (240L)	\$100.00
Additional fortnightly recycling service (360L)	\$125.00
Minimum domestic waste service charge	\$35.00

Rural

Fortnightly general waste (240L), fortnightly recycling (240L), fortnightly garden organics (240L)	\$470.00
Fortnightly general waste (240L), fortnightly recycling (360L), fortnightly garden organics (240L)	\$520.00
Additional fortnightly general waste service (240L)	\$200.00
Additional fortnightly recycling service (240L)	\$100.00
Additional fortnightly garden organics (240L)	\$150.00

Additional fortnightly recycling service (360L)	\$125.00
Minimum domestic waste service charge	\$35.00

Commercial Urban

Weekly general waste (240L), fortnightly recycling (240L), fortnightly garden organics (240L)	\$495.00
Weekly general waste (240L), fortnightly recycling (360L), fortnightly garden organics (240L)	\$545.00
Additional weekly general waste service (240L)	\$200.00
Additional fortnightly recycling service (240L)	\$100.00
Additional fortnightly garden organics (240L)	\$100.00
Additional fortnightly recycling service (360L)	\$125.00

Commercial Rural

Fortnightly general waste (240L), fortnightly recycling (240L), fortnightly garden organics (240L)	\$495.00
Fortnightly general waste (240L), fortnightly recycling (360L), fortnightly garden organics (240L)	\$545.00
Additional fortnightly general waste service (240L)	\$200.00
Additional fortnightly garden organics(240L)	\$150.00
Additional fortnightly recycling service (240L)	\$100.00
Additional fortnightly recycling service (360L)	\$125.00

CARRIED

Corporate and Commercial Services Report (DCCS14/22)

DCCS14/22 2022/23 Revenue Policy - Water Charges

FILE:21/00620

A report was provided to advise Council of the proposed Water Charges that have been included in Council's Revenue Policy which is contained within Council's draft Operational Plan 2022/23.

Section 405 of the *Local Government Act, 1993* (the Act) requires a Council to adopt an Operational Plan. Council's Revenue Policy is a key part of the Operational Plan.

47/22 **MOVED:** Cr George **SECONDED** Cr McLachlan that Council adopt the following Water Charges for inclusion in the Revenue Policy contained within Council's draft Operational Plan 2022/23, which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*:

1. Singleton Water Supply:

Type	Category	Base Charge	Usage Charge \$ per Kilolitre Up to 450kL/ Above 450kL
Singleton Water Charge – Residential & Non-Residential	Access Charge	\$181.29	2.32/3.48
	20 mm Service	\$181.29	2.32/3.48
	25 mm Service	\$283.27	2.32/3.48
	32 mm Service	\$464.10	2.32/3.48
	40 mm Service	\$725.16	2.32/3.48
	50 mm Service	\$1,133.06	2.32/3.48
	65 mm Service	\$1,914.88	2.32/3.48
	80 mm Service	\$2,900.64	2.32/3.48
	100 mm Service	\$4,532.25	2.32/3.48
	150 mm Service	\$10,197.56	2.32/3.48
	Above Obanvale	\$36.26	2.32

Note: Obanvale and non-residential customers are not subject to the step charge for using greater than 450kL

2. Mount Thorley Water Supply:

Type	Category	Base Charge	Usage Charge \$ per Kilolitre
Mount Thorley Water Charge	Access Charge	\$181.29	2.32
	20 mm Service	\$181.29	2.32
	25 mm Service	\$283.27	2.32
	32 mm Service	\$464.10	2.32
	40 mm Service	\$725.16	2.32
	50 mm Service	\$1,133.06	2.32
	65 mm Service	\$1,914.88	2.32
	80 mm Service	\$2,900.64	2.32
	100 mm Service	\$4,532.25	2.32
	150 mm Service	\$10,197.56	2.32

3. Jerrys Plains Water Supply:

Type	Category	Base Charge	Usage Charge \$ per Kilolitre Up to 450kL/Above 450kL
Jerrys Plains Water Charge – Residential & Non-Residential	Access Charge	\$90.65	2.32/3.48
	20 mm Service	\$181.29	2.32/3.48
	25 mm Service	\$283.27	2.32/3.48
	32 mm Service	\$464.10	2.32/3.48
	40 mm Service	\$725.16	2.32/3.48
	50 mm Service	\$1,133.06	2.32/3.48
	65 mm Service	\$1,914.88	2.32/3.48
	80 mm Service	\$2,900.64	2.32/3.48
	100 mm Service	\$4,532.25	2.32/3.48
	150 mm Service	\$10,197.56	2.32/3.48

Note: Non-residential customers are not subject to the step charge for using greater than 450kL

4. Broke Water Supply:

Type	Category	Base Charge	Usage Charge \$ per Kilolitre Up to 450kL/Above 450kL
Broke Water Charge – Residential & Non-Residential	Access Charge	\$181.29	2.32/3.48
	20 mm Service	\$181.29	2.32/3.48
	25 mm Service	\$283.27	2.32/3.48
	32 mm Service	\$464.10	2.32/3.48
	40 mm Service	\$725.16	2.32/3.48
	50 mm Service	\$1,133.06	2.32/3.48
	65 mm Service	\$1,914.88	2.32/3.48
	80 mm Service	\$2,900.64	2.32/3.48
	100 mm Service	\$4,532.25	2.32/3.48
	150 mm Service	\$10,197.56	2.32/3.48

Note: Non-residential customers are not subject to the step charge for using greater than 450kL.

CARRIED

Corporate and Commercial Services Report (DCCS15/22)

DCCS15/22 2022/23 Revenue Policy - Sewerage Charges

FILE:21/00620

A report was provided to advise Council of the proposed sewerage charges that have been included in Council's Revenue Policy which is contained within Council's draft Operational Plan 2022/23.

Section 405 of the *Local Government Act, 1993* (the Act) requires a Council to adopt an Operational Plan. Council's Revenue Policy is a key part of the Operational Plan.

48/22 **MOVED:** Cr Adamthwaite **SECONDED** Cr Thompson that Council adopt the following charges for the Singleton Sewerage Scheme for inclusion in the Revenue Policy contained within Council's draft Operational Plan 2022/23 which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*:

1. Sewerage Charges

Type	Category	Amount
Residential Customers	Sewerage Base Charge	\$765.60
Non Residential Customers	Annual Sewerage Access Charge	\$732.39
	Sewerage access charge for a 20mm diameter water supply connection	\$732.39
	Sewer Usage Charge	\$2.29
Miscellaneous Charges	Pump Maintenance Charge per pump module	\$258.30
	Annual Liquid Trade Waste Fee	\$107.64
	Trade Waste Usage Charge kL	\$1.80
On-Site Sewage Management (OSSM)	Annual Charge	\$97.00

CARRIED.

*Corporate and Commercial Services Report (DCCS16/22)***DCCS16/22 2022/23 Revenue Policy - Stormwater Management Service Charge****FILE:21/00620**

A report was provided to advise Council of the proposed Stormwater Management Service Charges that have been included in Council's Revenue Policy which is contained within Council's draft Operational Plan 2022/23.

Section 405 of the *Local Government Act, 1993* requires a Council to adopt an Operational Plan. Council's Revenue Policy is a key part of the Operational Plan.

49/22 **MOVED:** Cr Adamthwaite **SECONDED** Cr Thompson that Council adopt the following prescribed maximum charges for the Singleton Stormwater Management Service Charge for inclusion in the Revenue Policy contained within Council's draft Operational Plan 2022/23 which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*:

1. For land categorised as residential:	\$25.00
2. For residential strata lots:	\$12.50
3. For land categorised as business:	\$25.00, plus an additional \$25.00 for each 350 square metres or part of 350 square metres by which the area of the parcel of land exceeds 350 square metres up to a maximum charge of \$100.00

CARRIED

The meeting was adjourned at 6.05pm and resumed at 6.07pm.

*Corporate and Commercial Services Report (DCCS17/22)***DCCS17/22 2022/23 Revenue Policy - Interest Charges on Outstanding Rates and Charges****FILE:21/00620**

A report was provided to set the level of interest penalties to apply in respect of rate and charges arrears for the 2022/23 financial year.

50/22 **MOVED:** Cr Jarrett **SECONDED** Cr Thompson that Council apply the maximum permissible rate of interest as specified by the Minister for Local Government to outstanding rates and charges for the 2022/23 financial year.

CARRIED

*Corporate and Commercial Services Report (DCCS18/22)***DCCS18/22 2022/23 Revenue Policy - Fees and Charges
Schedule****FILE:21/00622**

A report was provided presenting to Council the draft 2022/23 Fees and Charges Schedule for inclusion in the Draft Operational Plan 2022/23.

- 51/22 **MOVED:** Cr George **SECONDED** Cr McLachlan that Council adopt the draft 2022/23 Fees and Charges Schedule for inclusion in the Draft Operational Plan 2022/23 which will be exhibited for public comment in accordance with the requirements of the *Local Government Act, 1993*.

CARRIED*Organisation and Community Capacity Report (Items Requiring Decision)***DOCC9/22 Integrated Planning and Reporting Documents for
Public Exhibition****FILE:21/00271/004**

A report was provided seeking Council's endorsement for the public exhibition of the suite of draft Integrated Planning and Reporting documents in accordance with the *Local Government Act, 1993*.

- 52/22 **MOVED:** Cr McLachlan **SECONDED** Cr George that Council:

1. Endorse the draft Community Strategic Plan 2022-2032, draft combined Delivery Program 2022-2026 and Operational Plan 2022/2023 and draft Resourcing Strategy for public exhibition for a minimum period of 28 days to ensure compliance with the *Local Government Act, 1993* and *Local Government (General) Regulation, 2021*.
2. A report be presented to Council in June 2022 for the adoption of the draft Community Strategic Plan 2022-2032, draft combined Delivery Program 2022-2026 and Operational Plan 2022/2023 and draft Resourcing Strategy following consideration of submissions received during the required exhibition period.

CARRIED

*Corporate and Commercial Services Report (DCCS10/22)***DOCC10/22 Draft Children's Services Policy****FILE:13/0633**

A report was provided for Council to consider placing the revised Children's Services Policy on public exhibition.

53/22

MOVED: Cr George **SECONDED** Cr McNamara that:

1. Council place draft POL/7004.4 Children's Services Policy on public exhibition for a period of 28 days and provide public notice of its intention to adopt the draft Policy subject to consideration of submissions received.
2. Draft POL/7004.4 Children's Services Policy be adopted following the public exhibition period subject to submissions received provided there are no objections and POL/7004.3 Children's Services Policy be revoked.
3. Should objections be received a further report be presented to Council for the adoption of the draft Children's Services Policy with consideration of the submissions received during the public exhibition period.

CARRIED*Corporate and Commercial Services Report (DCCS11/22)***DOCC11/22 Draft Volunteering Program Policy****FILE:17/00315**

A report was provided for Council to consider placing the revised draft Volunteering Program Policy on public exhibition.

54/22

MOVED: Cr George **SECONDED** Cr Adamthwaite that:

1. Council place draft Policy POL/7032.4 Volunteering Program Policy on public exhibition for a period of 28 days and provide public notice of its intention to adopt the draft Policy subject to consideration of submissions received.
2. Draft POL/7032.4 Volunteering Program Policy be adopted following the public exhibition period subject to submissions received provided there are no objections and POL/7032.3 Volunteering Program Policy be revoked.
3. Should objections be received a further report be presented to Council for the adoption of the draft Volunteering Program Policy with consideration of the submissions received during the public exhibition period.

CARRIED

*Corporate and Commercial Services Report (DCCS12/22)***DOCC12/22 Minutes - Singleton & District Disability Advisory Committee - 31/03/2022****FILE:22/00043**

The Singleton & District Disability Advisory Committee held its ordinary meeting on 31 March 2022. The meeting minutes were provided for Council's consideration.

55/22

MOVED: Cr Adamthwaite **SECONDED** Cr George that Council:

1. Note the minutes of the Singleton & District Disability Advisory Committee held on 31 March 2022.
2. Endorse the revised Terms of Reference for the Singleton & District Disability Advisory Committee.

CARRIED*Corporate and Commercial Services Report (DCCS13/22)***DOCC13/22 Minutes - Singleton Community Economic Development Fund Joint Management Board - 22/03/2022****FILE:21/00285/002**

The Singleton Community Economic Development Fund (SCEDF) Joint Management Board held its meeting on 22 March 2022. A report was considered to formalise the election of the Chairperson for the SCEDF Joint Management Board, as required under the Deed and the minutes were provided for Council's consideration.

56/22

MOVED: Cr George **SECONDED** Cr Jarrett that Council:

1. Note the minutes of the SCEDF Joint Management Board Meeting – 22/03/2022.
2. Endorse Cr Godfrey Adamthwaite as Chair of the SCEDF Joint Management Board.

CARRIED

*Infrastructure & Planning Report (DI&P16/22)***DI&P16/22 Renaming of Matilda Park****FILE:22/00112**

A report was provided for Council to consider the renaming of Matilda Park to Singleton Lions Park.

- 57/22 **MOVED:** Cr Jenkins **SECONDED** Cr McLachlan that:
1. Council endorse the renaming of Matilda Park to Singleton Lions Park and call for public submissions on the proposed renaming.
 2. Should no negative submissions be received:
 - a) Council formally adopt the name;
 - b) Signposting at the park be installed to identify the site as Singleton Lions Park; and
 - c) The Park name be included in topographic mapping and SIX Maps.
 3. Should any negative submissions be received, a further report be considered by Council prior to the renaming of the Park.

CARRIED*Infrastructure & Planning Report (DI&P17/22)***DI&P17/22 Integrated Water Cycle Management (IWCM) Strategy** **FILE:18/00316-02**

A report was provided for Council to consider adoption of the Integrated Water Cycle Management (IWCM) Strategy following public exhibition of the Draft IWCM Strategy. The IWCM Strategy provides a 30-year plan for the provision of appropriate, affordable, cost-effective, and sustainable water and sewerage services that meet community needs and protect public health and the environment. The Strategy provides a considered direction for Council's water and sewerage business and has been prepared in accordance with NSW Government guidelines. The documented outcomes of the IWCM Strategy had been reviewed and supported by key stakeholders and regulatory groups.

- 58/22 **MOVED:** Cr McNamara **SECONDED** Cr Jenkins that Council:
1. Adopt the Integrated Water Cycle Management Strategy; and
 2. Seek concurrence from the Department of Planning and Environment for the adopted Strategy.

CARRIED

Infrastructure & Planning Report (DI&P18/22)

Having declared a non-significant non-pecuniary interest as a resident of John Street albeit not in the area prescribed, in item 1 Cr Charlton retired from the meeting at 6.51pm and returned at 6.53 pm.

DI&P18/22 Minutes - Local Traffic Committee - 17/03/2022**FILE:22/00072**

The Local Traffic Committee held its ordinary meeting on 17 March 2022. The minutes of the meeting were provided for Council's consideration.

Item 1: John Street – Parking Restrictions

Local Traffic Committee recommends that Council approves the amendments to the timed parking controls on the section of John Street between Macquarie Street and Campbell Street as per drawing 'PS22-009 - John Street - Parking amendments'

59/22 **MOVED** Cr George **SECONDED** Cr Adamthwaite that Council approves the amendments to the timed parking controls on the section of John Street between Macquarie Street and Campbell Street as per drawing 'PS22-009 - John Street - Parking amendments'

CARRIED**Item 2: Event - ANZAC Day 2022 - Temporary Traffic Management**

Local Traffic Committee recommends that Council approves the implementation of the temporary traffic control measures for the ANZAC Day parade on 25 April 2022 as per the ANZAC Day 2022 Traffic Management Plan.

60/22 **MOVED** Cr George **SECONDED** Cr McLachlan that Council approves the implementation of the temporary traffic control measures for the ANZAC Day parade on 25 April 2022 as per the ANZAC Day 2022 Traffic Management Plan.

CARRIED**Item 3: Blaxland Avenue - GIVE WAY signs**

Local Traffic Committee recommends that Council approves the installation of GIVE WAY signage and line marking on all side roads along Blaxland Avenue that do not currently have them and PEDESTRIAN warning signs around the intersection of Blaxland Avenue/Mitchell Avenue as per drawing 'PS22-006 - Blaxland Avenue - GIVE WAY and PEDESTRIAN signs.

61/22 **MOVED** Cr George **SECONDED** Cr Adamthwaite that Council approves the installation of GIVE WAY signage and line marking on all side roads along Blaxland Avenue that do not currently have them and PEDESTRIAN warning signs around the intersection of Blaxland Avenue/Mitchell Avenue as per drawing 'PS22-006 - Blaxland Avenue - GIVE WAY and PEDESTRIAN signs.

CARRIED

Item 4: Kelso Street - NO STOPPING sign relocation

Local Traffic Committee recommends that Council approves the relocation of the existing NO STOPPING sign currently in place on the boundary of number 31 and 33 Kelso Street to a point 7.2m east of the boundary of number 33 and 35 Kelso Street as per drawing 'PS22-008 - Kelso Street - NO STOPPING sign relocation'.

62/22 **MOVED** Cr George **SECONDED** Cr McLachlan that Council approves the relocation of the existing NO STOPPING sign currently in place on the boundary of number 31 and 33 Kelso Street to a point 7.2m east of the boundary of number 33 and 35 Kelso Street as per drawing 'PS22-008 - Kelso Street - NO STOPPING sign relocation'.

CARRIED

Item 5: Event - Firelight 2022 - Temporary Traffic Management

Local Traffic Committee recommends that Council endorses the Traffic Management Plan for Firelight 2022 and approves the event in accordance with this plan and the following conditions:

1. As per the *Work Health and Safety Act 2011*, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before the event commences.
3. The implementation of TGS's must be undertaken by a person that holds current certification – 'Implement Traffic Control Plans' (previously yellow card).
4. Any changes or modifications to the TGS's can only be made by a person that holds appropriate current certification – 'Prepare a Work Zone Traffic Management Plan' (previously red card).

63/22 **MOVED** Cr George **SECONDED** Cr Thompson that Council endorses the Traffic Management Plan for Firelight 2022 and approves the event in accordance with this plan and the following conditions:

1. As per the *Work Health and Safety Act 2011*, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before the event commences.
3. The implementation of TGS's must be undertaken by a person that holds current certification – 'Implement Traffic Control Plans' (previously yellow card).
4. Any changes or modifications to the TGS's can only be made by a person that

holds appropriate current certification – ‘Prepare a Work Zone Traffic Management Plan’ (previously red card).

CARRIED

Item 6: Event - AusCycling 2022 – Temporary Traffic Management

Local Traffic Committee recommends that Council endorses the Traffic Management Plans as submitted by AusCycling for the following events:

- Saturday 23 April 2022 – Road Race – Short Course
- Sunday 24 April 2022 – Broke Criterium Course

and approves the events in accordance with these plans under Section 144 of the Roads Act 1993 and the following conditions:

1. This approval is subject to AusCycling obtaining written approval by the NSW Police Force pursuant to Section 115 of the Road Transport Act 2013. **If Police approval is not granted, the event cannot take place.**
2. All race participants must follow the rules of the road at all times unless special traffic control is provided.
3. Riders are to never cross the centreline of the road. Sanctions for crossing a centreline are to be put in place and issued to riders if necessary.
4. Compliance with Traffic Guidance Schemes (TGS's) must take precedence over any operational or competitive expedience encountered in the conduct of a race.
5. As per the Work Health and Safety Act 2011, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
6. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before a race passes any given point.
7. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
8. If Traffic Controllers are used, they must hold current traffic controller certification – ‘Traffic Controller’ (previously blue card)
9. Traffic Controllers can only operate in accordance with a TGS that has been authorised by the relevant Roads Authority, under Roads Regulation 2018
10. Traffic controllers must display their authorisation when controlling traffic.

11. Traffic controllers shall be relieved after two hours work and may be either rested or placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.
12. The implementation of TGS's must be undertaken by a person that holds current certification – 'Implement Traffic Control Plans' (previously yellow card)
13. Any changes or modifications to the TGS's can only be made by a person that holds appropriate current certification – 'Prepare a Work Zone Traffic Management Plan' (previously red card)
14. The event organiser must undertake letterbox drops to all affected businesses and residents in the areas at least 7 days prior to the events taking place to advise of the upcoming events.

64/22

MOVED Cr McNamara **SECONDED** Cr McLachlan that Council endorses the Traffic Management Plans as submitted by AusCycling for the following events:

- Saturday 23 April 2022 – Road Race – Short Course
- Sunday 24 April 2022 – Broke Criterium Course

and approves the events in accordance with these plans under Section 144 of the Roads Act 1993 and the following conditions:

1. This approval is subject to AusCycling obtaining written approval by the NSW Police Force pursuant to Section 115 of the Road Transport Act 2013. If Police approval is not granted, the event cannot take place.
2. All race participants must follow the rules of the road at all times unless special traffic control is provided.
3. Riders are to never cross the centreline of the road. Sanctions for crossing a centreline are to be put in place and issued to riders if necessary.
4. Compliance with Traffic Guidance Schemes (TGS's) must take precedence over any operational or competitive expedience encountered in the conduct of a race.
5. As per the Work Health and Safety Act 2011, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
6. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before a race passes any given point.
7. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
8. If Traffic Controllers are used, they must hold current traffic controller certification – 'Traffic Controller' (previously blue card)
9. Traffic Controllers can only operate in accordance with a TGS that has been authorised by the relevant Roads Authority, under Roads Regulation 2018
10. Traffic controllers must display their authorisation when controlling traffic.
11. Traffic controllers shall be relieved after two hours work and may be either rested

or placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.

12. The implementation of TGS's must be undertaken by a person that holds current certification – 'Implement Traffic Control Plans' (previously yellow card)
13. Any changes or modifications to the TGS's can only be made by a person that holds appropriate current certification – 'Prepare a Work Zone Traffic Management Plan' (previously red card)
14. The event organiser must undertake letterbox drops to all affected businesses and residents in the areas at least 7 days prior to the events taking place to advise of the upcoming events.

CARRIED

Item 7: Event - Jerrys Plains Bicentennial Celebration 2022 - Temporary Traffic Management

Local Traffic Committee recommends that Council endorses the Traffic Management Plan for Jerrys Plains Bicentennial Celebration 2022 and approves the event in accordance with this plan and the following conditions:

1. As per the *Work Health and Safety Act 2011*, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the Traffic Guidance Schemes are properly and fully implemented at an appropriate time before the event starts.
3. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
4. If Traffic Controllers are used, they must hold current traffic controller certification – 'Traffic Controller' (previously blue card).
5. Traffic Controllers can only operate in accordance with a Traffic Guidance Scheme that has been authorised by the relevant Roads Authority, under Roads Regulation 2018.
6. Traffic controllers must display their authorisation when controlling traffic.
7. Traffic controllers shall be relieved after two hours work and may be either rested or placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.
8. The implementation of Traffic Guidance Schemes must be undertaken by a person that holds current certification – 'Implement Traffic Control Plans'

(previously yellow card).

9. Any changes or modifications to the Traffic Guidance Schemes can only be made by a person that holds appropriate current certification – ‘Prepare a Work Zone Traffic Management Plan’ (previously red card).

65/22

MOVED Cr George **SECONDED** Cr McNamara that Council endorses the Traffic Management Plan for Jerrys Plains Bicentennial Celebration 2022 and approves the event in accordance with this plan and the following conditions:

1. As per the Work Health and Safety Act 2011, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the Traffic Guidance Schemes are properly and fully implemented at an appropriate time before the event starts.
3. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
4. If Traffic Controllers are used, they must hold current traffic controller certification – ‘Traffic Controller’ (previously blue card).
5. Traffic Controllers can only operate in accordance with a Traffic Guidance Scheme that has been authorised by the relevant Roads Authority, under Roads Regulation 2018.
6. Traffic controllers must display their authorisation when controlling traffic.
7. Traffic controllers shall be relieved after two hours work and may be either rested or placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.
8. The implementation of Traffic Guidance Schemes must be undertaken by a person that holds current certification – ‘Implement Traffic Control Plans’ (previously yellow card).
9. Any changes or modifications to the Traffic Guidance Schemes can only be made by a person that holds appropriate current certification – ‘Prepare a Work Zone Traffic Management Plan’ (previously red card).

CARRIED

Item 8: Event - Society of Saint Pius X Procession - Temporary Traffic Management

Local Traffic Committee recommends that Council endorses the Traffic Management Plan – 25th Church Anniversary Procession – Singleton (TMP no. 118) and approves the implementation of the temporary traffic control measures required to run this event in accordance with this plan subject to the following conditions:

1. As per the Work Health and Safety Act 2011, traffic controllers and marshals must:

- a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before the event begins.
 3. Traffic Controllers must hold current traffic controller certification – 'Traffic Controller' (previously blue card).
 4. Traffic Controllers can only operate in accordance with a TGS that has been authorised by the relevant Roads Authority, under the Roads Regulations 2018
 5. Traffic controllers must display their authorisation when controlling traffic.
 6. Traffic controllers shall be relieved after 2 hours work and may be either rested or placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.
 7. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
 8. The implementation of TGS's must be undertaken by a person that hold current certification – 'Implement Traffic Control Plans' (previously yellow card).
 9. Any changes or modifications to the TGS's can only be made by a person that holds appropriate current certification – 'Prepare a Work Zone Traffic Management Plan' (previously red card).

66/22

MOVED Cr George **SECONDED** Cr Jenkins that Council endorses the Traffic Management Plan – 25th Church Anniversary Procession – Singleton (TMP no. 118) and approves the implementation of the temporary traffic control measures required to run this event in accordance with this plan subject to the following conditions:

1. As per the Work Health and Safety Act 2011, traffic controllers and marshals must:
 - a. be properly inducted by the Event Organiser
 - b. receive training for their specific work site
 - c. be aware of their responsibilities in emergencies
 - d. be provided with proper personal protective equipment.
2. The Event Organiser is responsible for ensuring that the traffic control measures set out in the TGS's are properly and fully implemented at an appropriate time before the event begins.
3. Traffic Controllers must hold current traffic controller certification – 'Traffic Controller' (previously blue card).
4. Traffic Controllers can only operate in accordance with a TGS that has been authorised by the relevant Roads Authority, under the Roads Regulations 2018
5. Traffic controllers must display their authorisation when controlling traffic.
6. Traffic controllers shall be relieved after 2 hours work and may be either rested or

placed on other duties for a period of at least 15 minutes before being returned to traffic control duties.

7. Marshals, or any other person associated with the event, have no legal power to stop, hold, or direct traffic on any public road (unless they hold current accreditation).
8. The implementation of TGS's must be undertaken by a person that hold current certification – 'Implement Traffic Control Plans' (previously yellow card).
9. Any changes or modifications to the TGS's can only be made by a person that holds appropriate current certification – 'Prepare a Work Zone Traffic Management Plan' (previously red card).

CARRIED

67/22 **MOVED** Cr McLachlan **SECONDED** that Council allocate funds from within the existing operational budget as follows to undertake the works recommended by the Local Traffic Committee:

Item	Title	Source of funds	Est. amount
1	John Street – Parking Restrictions	TfNSW Traffic Facilities Budget	\$2,000
2	Event - ANZAC Day 2022 - Temporary Traffic Management	TfNSW Traffic Facilities Budget	\$5,000
3	Blaxland Avenue - GIVE WAY signs	TfNSW Traffic Facilities Budget	\$4,000
4	Kelso Street - NO STOPPING sign relocation	TfNSW Traffic Facilities Budget	\$500
5	Event - Firelight 2022 - Temporary Traffic Management	Firelight Event Budget	\$6,000
6	Event - AusCycling 2022 – Temporary Traffic Management	N/A	\$0
7	Event - Jerrys Plains Bicentennial Celebration 2022 - Temporary Traffic Management	N/A	\$0
8	Event - Society of Saint Pius X Procession - Temporary Traffic Management	N/A	\$0

CARRIED

Infrastructure & Planning Report (DI&P19/22)

*Having declared a non-significant non-pecuniary interest in Item 5.1 and 5.8 only
Cr Charlton retired from the meeting at 7.01pm and returned at 7.03 pm.*

DI&P19/22 Minutes - Roads Advisory Committee - 15/03/2022 FILE:20/00034

The Roads Advisory Committee held its ordinary meeting on 15 March 2022. The minutes of the meeting were provided for Council's consideration.

Item 5.1 Unnamed Road off Hermitage Road Pokolbin

1. Council does not undertake any additional works along the currently unnamed section of road, locally known as Ironbark Hill Road, beyond the extent of the current Low Maintained Road, and advise the applicant accordingly.
2. The applicant be advised to obtain a s138 approval to undertake their own improvement works associated with all-weather access to their property.
3. Council writes to the landowners of Lots 11, 12 & 71 advising them of the requirement to obtain a s129 permit for existing Public Gates, alternatively to have them and any associated infrastructure within the road reserve removed

68/22

MOVED Cr Jenkins **SECONDED** Cr Adamthwaite that:

1. Council does not undertake any additional works along the currently unnamed section of road, locally known as Ironbark Hill Road, beyond the extent of the current Low Maintained Road, and advise the applicant accordingly.
2. The applicant be advised to obtain a s138 approval to undertake their own improvement works associated with all-weather access to their property.
3. Council writes to the landowners of Lots 11, 12 & 71 advising them of the requirement to obtain a s129 permit for existing Public Gates, alternatively to have them and any associated infrastructure within the road reserve removed

CARRIED**Item 5.8 Bimbadeen Road Remedial Action – Update**

An update on the progress of remedial actions being undertaken on Bimbadeen Road was provided and noted.

69/22

MOVED Cr George **SECONDED** Cr Jenkins that an update on the progress of remedial actions being undertaken on Bimbadeen Road was noted.

CARRIED

70/22

MOVED Cr Jenkins **SECONDED** Cr Thompson that the following items be moved englobo:

Item 5.2 Capital Works for 2022/2023 – Update

That the Roads Advisory Committee Meeting recommends that Council endorse the draft Roads Capital Works Program – 2022/2023

Item 5.3 Crown Land Transfer - Putty Valley

1. Formally endorses the response letter issued to Crown Lands with respect to the proposed transfer of Putty Valley Road to Council.
2. Writes to the NSW Deputy Premier, Minister for Lands and Water, Minister for Local Government, Minister for Regional Transport and Roads, Minister for Planning and Homes and the Member for Upper Hunter to advocate on issues associated with the transfer of Crown roads to local governments.
3. Keep residents informed of progress.

Item 5.4 Road Closure update – Various

The update of road closures for the following roads was noted.

- a) Dalwood Road
- b) Nobles Lane Crossing

Item 5.5 Driveways and Access Roads Policy – Update

An update on the Draft Policy - Driveways and Access Roads within Council Road Reserves was provided.

Item 5.6 Public Gate & Bypass Policy – Update

An update on the Public Gate & Bypass Policy was provided.

Item 5.7 Roads Flood Management Policy – Update

An update on the Roads Flood Management Policy was provided.

Item 5.9 Sunnyside Lane - Road Condition - Low Maintenance Road

The matter is currently being investigated by Council Officers and will be reported to the Roads Advisory Committee at a future meeting.

Item 5.10 Moores Lane - 746 Elderslie Road

Council has received a request to close the section of Moores Lane which traverses the runway used by Newcastle Sport Parachute Club. The matter is currently being investigated by Council Officers and will be reported to the Roads Advisory Committee

at a future meeting.

Item 5.11 Meeting Dates

Proposed meeting dates for 2022:

- 8 March 2022 – Meeting postponed to 15 March 2022
- 7 June 2022
- 6 September 2022
- 13 December 2022

Item 5.12 Mount Royal NP FAFT Program – Request to waive fees

That the Roads Advisory Committee Meeting recommends that Council waive the s138 fees applicable to the National Parks & Wildlife Service (NPWS) for the requested period to facilitate works as part of the Fire Access and Fire Trail Program.

Item 5.13 Piribil Street Road Ownership - Request for Transfer from Crown

1. Consider making application to Crown Lands to transfer a section of Piribil Street from Doyle Street to the end and including the Unnamed Cemetery Road.
2. Classify the roads as Low Maintenance Roads, and list the required upgrade works in future capital works programs, should the roads be transferred to Council.
3. Allocate \$50,000 from Council's 2021-22 Roads Unsealed Maintenance Budget to undertake minor upgrade works as an interim measure, should the roads be transferred to Council.

Item 5.14 Starvation Lane - Proposed Road Closure

That the Roads Advisory Committee recommends to Council that it physically closes a section of Starvation Lane by installing barriers at both ends of the Unmaintained sections of Starvation Lane to prevent vehicular access.

Item 5.15 Regional Road Transfer – Update

That the Roads Advisory Committee recommends that Council formally endorse the revised list of roads submitted for consideration under the NSW Government's Road Classification Review.

CARRIED

Having declared a significant non-pecuniary interest in the following matter, Cr Charlton retired from the meeting at 7.12pm and returned at 7.13 pm.

Infrastructure & Planning Report (DI&P20/22)

**DI&P20/22 Singleton Sustainability Advisory Committee -
Membership**

FILE:19/00046/003

A report was provided for Council to consider the appointment of new members to the Singleton Sustainability Advisory Committee, comprising the NSW Government agency member, two persons with relevant expertise and two community members.

71/22

MOVED: Cr Thompson **SECONDED** Cr Adamthwaite that Council:

1. Endorse the following members for the Singleton Sustainability Advisory Committee in accordance with the Committee's Terms of Reference:
 - Jonathan Wood - NSW Government (DPE) agency member
 - Sophie Nichols - Person with relevant expertise
 - Geoff Stevenson - Person with relevant expertise
 - Neville Barry - Community member
 - Wendy Lawson - Community member.
2. Note the following Council staff members as determined by the Acting General Manager:
 - Manager Development and Environment - Council Representative
 - Coordinator Environmental Services - Council Representative.

CARRIED

*Infrastructure & Planning Report (DI&P21/22)***DI&P21/22 Singleton Weeds Advisory Committee - Membership FILE:19/00046/006**

A report was provided for Council to consider the appointment of Government Agency and Community members to the Singleton Weeds Advisory Committee.

72/22

MOVED: Cr Jenkins **SECONDED** Cr Jarrett that Council:

1. Endorse the following members for the Singleton Weeds Advisory Committee in accordance with the Committee's Terms of Reference:
 - Doug Campbell (General Manager) and Ross Fleming (Alternate) as the Upper Hunter Weeds Authority committee member
 - Matt Kennedy as the Local Land Services committee member
 - Lawrence Sparkes as the Landcare committee member
 - Martin Fallding and Neville Barry as Local Landowner committee members.
2. Notes the following Council staff members as determined by the Acting General Manager:
 - Manager Development and Environment – Council Representative
 - Coordinator Environmental Services - Council Representative.

CARRIED*Infrastructure & Planning Report (DI&P22/22)***DI&P22/22 Singleton Heritage Advisory Committee - Membership FILE:20/00035**

A report was provided for Council to consider the appointment of community members to the Singleton Heritage Advisory Committee.

73/22

MOVED: Cr Jarrett **SECONDED** Cr George that Council endorse the following community members for the Singleton Heritage Advisory Committee in accordance with the Terms of Reference:

- Ms Lynette MacBain
- Mr Neville Barry
- Mr Stewart Mitchell
- Ms Fay Gray.

CARRIED

*General Manager's Report (GM24/22)***GM24/22 Disclosures by New Councillors and Designated
Persons - January - March 2022****FILE:21/00608**

In accordance with the Code of Conduct, a report was provided to Council tabling the following 10 returns which were received from newly elected Councillors for the months of January and February:

- Cr Sue Moore, Mayor
- Cr Godfrey Adamthwaite
- Cr Belinda Charlton
- Cr Sue George
- Cr Tony Jarrett
- Cr Hollee Jenkins
- Cr Mel McLachlan
- Cr Tony McNamara
- Cr Val Scott
- Cr Dan Thompson

The following return was received from a newly appointed designated staff member for the month of March 2022:

- Director Corporate & Commercial Services

NOTED.*General Manager's Report (GM25/22)***GM25/22 Minutes - Combined Rural Halls Meeting - 03/03/2022
and Combined Rural Halls Report - March 2022****FILE:22/00009**

The Combined Rural Halls Committee held their meeting on 3 March 2022. The minutes were provided for Council's information.

NOTED.

General Manager's Report (GM26/22)

**GM26/22 Minutes - United Wambo VPA Community Committee -
02/03/2022 FILE:20/00460**

The United Wambo VPA Committee held its meeting on 2 March 2022. A copy of the minutes were provided for Council's information.

NOTED.

General Manager's Report (GM27/22)

**GM27/22 Reports on LGNSW Special Conference - Mayor Sue
Moore and Cr Tony Jarrett FILE:22/00009**

Mayor Sue Moore and Cr Tony Jarrett attended the LGNSW Special Conference at the Hyatt Regency in Sydney from 28 February to 2 March 2022.

A copy of the Mayor and Cr Jarrett's reports on the event were provided for Council's Information.

NOTED.

Corporate and Commercial Services Report (DCCS19/22)

DCCS19/22 Investment Report - March 2022 FILE:21/00487

In accordance with clause 212 of the *Local Government (General) Regulation, 2021* a report was provided to Council advising of funds invested under section 625 of the *Local Government Act, 1993* as at 31 March 2022.

NOTED.

Organisation and Community Capacity Report (DOCC14/22)

**DOCC14/22 Minutes - Audit Risk & Improvement Committee -
16/03/2022 FILE:22/00100**

The Audit Risk and Improvement Committee held its ordinary meeting on 16 March 2022. The meeting minutes were provided for Council's information.

NOTED.

Organisation and Community Capacity Report (DOCC15/22)

**DOCC15/22 Minutes - Singleton Arts & Culture Advisory Group -
29/03/2022**

FILE:22/00156

The Singleton Arts & Culture Advisory Group held its inaugural meeting on 29 March 2022. The meeting minutes were provided for Council's information.

NOTED.

Infrastructure & Planning Report (DI&P23/22)

**DI&P23/22 Singleton Council - Submission on the Draft Hunter
Regional Plan 2041**

FILE:15/0720

The Draft Hunter Regional Plan 2041 (**Draft Plan**) was exhibited between 6 December 2021 and 4 March 2022 as part of the Plan's first five-year review. The Department of Planning and Environment consulted with council's and industry during the exhibition period and council's submission takes into consideration matters raised during that consultation.

A copy of Council's submission on the draft Plan was provided for Council's information.

NOTED.

The meeting closed at 7.44pm and the minutes pages 1 to 29 were confirmed on 17 May 2022 and are a full and accurate record of proceedings of the meeting held on 19 April 2022.

.....
Mayor/Chairperson

.....
General Manager