

**MINUTES OF MEETING OF SINGLETON COUNCIL HELD IN THE COUNCIL CHAMBERS QUEEN STREET SINGLETON ON TUESDAY 22 OCTOBER 2024, COMMENCING AT 5.30PM.**

**PRESENT:**

Crs S Moore (Mayor and Chairperson), G Adamthwaite, S George, P Thompson, H Jenkins, A McGowan, P Watson, S Yeomans and D Thompson.

153/24 **MOVED** Cr Thompson **SECONDED** Cr George

**APOLOGIES AND/OR APPROVED LEAVE OF ABSENCE**

Nil.

Cr McLachlan approved leave of absence 19 October 2024 to 29 October 2024

**CARRIED**

**IN ATTENDANCE**

Justin Fitzpatrick-Barr, General Manager; Vicki Brereton, Director Organisation & Community Capacity; Dwight Graham, Director Corporate & Commercial Services; Mary-Anne Crawford, Acting Director Infrastructure and Planning; Melinda Curtis, Executive Manager and Rebecca Bailey, Governance Lead. There were representatives of the media and members of the public present in the gallery.

**CONFIRMATION OF MINUTES**

154/24 **MOVED** Cr Jenkins **SECONDED** Cr Adamthwaite that the minutes of Meeting of Singleton Council held on Tuesday 15 October 2024, be confirmed with the inclusion of Councillor Watson to be listed as a member of the Singleton Aboriginal Reconciliation Committee.

**CARRIED**

**DISCLOSURES AND DECLARATIONS OF INTEREST**

Nil.

**WITHDRAWAL OF ITEMS AND LATE ITEMS OF BUSINESS**

Nil.

*General Manager's Report (Items Requiring Decision)***GM60/24 Creating Singleton 2032: Our Story So Far - State of the LGA Report** **FILE:24/00396/001**

A report was provided to Council with the State of the LGA report on the Create Singleton 2032 - Singleton Community Strategic Plan 2022-2032 as required under Section 428 (2) of the *Local Government Act, 1993*.

155/24 **MOVED** Cr Adamthwaite **SECONDED** Cr Thompson that Council

1. Endorse the Create Singleton 2032: Our Story So Far – State of the LGA report for publication on Council's website, with a copy also provided to the Office of Local Government.

**CARRIED**

*Corporate and Commercial Services Report (Items Requiring Decision)***DCCS37/24 Proposed Land Sale Bridgman Road Singleton Heights** **FILE:23/00708**

A report was provided advising Council that a report has been prepared for Council's consideration in Closed Council as provided for under Section 10A(2) (c) of the Local Government Act, 1993, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

156/24 **MOVED** Cr Jenkins **SECONDED** Cr George that the report on Proposed Land Sale Bridgman Road be considered in Closed Council with the press and public excluded in accordance with Section 10A(2)(c) of the *Local Government Act, 1993* on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**CARRIED**

**DCCS38/24 Road Naming - Foster Drive, Hope Street, Hopkins Way, Mather Street and Tudor Circuit Huntview FILE:24/00362**

A report was provided advising Council to consider the naming of five proposed roads as part of a staged subdivision known as “Langham Estate” under DA 300/2022.

157/24 **MOVED** Cr Thompson **SECONDED** Cr Adamthwaite that Council:

1. Place the road names Foster Drive, Hope Street, Hopkins Way, Mather Street and Tudor Circuit on public exhibition and call for submissions on the proposed names.
2. Formally adopt the names and signpost: Foster Drive, Hope Street, Hopkins Way, Mather Street and Tudor Circuit, and publish notice of the new names in the NSW Government Gazette, provided no negative submissions are received.
3. Receive a further report prior to the adoption of the names, should any negative submissions be received.

**CARRIED**

**DCCS39/24 T2023.048 - Sewer Rising Main Network Upgrade – Design & Construct FILE:T2023.048**

A report was provided advising Council that a report has been prepared for Council’s consideration in Closed Council as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (the Tenderers).

158/24 **MOVED** Cr Adamthwaite **SECONDED** Cr Jenkins that the report on T2023.048 - Sewer Rising Main Network Upgrade – Design & Construct be considered in Closed Council with the press and public excluded in accordance with Section 10A(2)(d)(i) of the *Local Government Act, 1993* on the grounds that it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

**CARRIED**

**DCCS40/24 T2024.017 - Kilfoyles Bridge****FILE:T2024.017**

A report was provided advising Council that a report has been prepared for Council's consideration in Closed Council as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (the Tenderers).

- 159/24 **MOVED** Cr Adamthwaite **SECONDED** Cr P Thompson that the report on T2024.017 – Kilfoyles Bridge be considered in Closed Council with the press and public excluded in accordance with Section 10A(2)(d)(i) of the *Local Government Act, 1993* on the grounds that it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

**CARRIED****DCCS41/24 2023/2024 Audited Annual Financial Statements FILE:24/00272**

A report was provided to present Council's audited 2023/2024 Annual Financial Statements for adoption.

- 160/24 **MOVED** Cr George **SECONDED** Cr Adamthwaite that Council:

1. Adopt the 2023/2024 Annual Financial Statements and note the Auditor's Engagement Closing Report for the financial year ended 30 June 2024.
2. Approve the Mayor and Deputy Mayor to sign the Statement by Councillors and Management.
3. Endorse the lodgement of the audited Annual Financial Statements with the Office of Local Government.

**CARRIED**

*Organisation and Community Capacity Report (Items Requiring Decision)*

**DOCC35/24 Approval - Audit Risk Improvement Committee  
Four-year Work Plan****FILE:23/00689/003**

A report was provided advising seeking Councils approval of the draft Audit Risk and Improvement Committee Four-year Strategic Work Plan 2024-2028.

- 161/24 **MOVED** Cr Adamthwaite **SECONDED** Cr George that Council approve the draft Audit Risk and Improvement Committee Four-year Strategic Work Plan 2024-2028.

**CARRIED**

*Infrastructure & Planning Report (Items Requiring Decision)***DI&P55/24 Regional Drought Resilience Plan****FILE:23/00585/001**

A report was provided seeking endorsement of the draft Regional Drought Resilience Plan for its submission to the Department of Primary Industries and Regional Development for Ministerial approval.

162/24 **MOVED** Cr George **SECONDED** Cr Watson that Council adopts the draft Regional Drought Resilience Plan and delegate the General Manager to forward the adopted Plan to the Department of Primary Industries and Regional Development for Ministerial approval.

**CARRIED***General Manager's Report (Items for Information)***GM61/24 Minutes - Singleton Legacy Fund Governance Panel  
and Fund Progress Report - September 2024****FILE:22/00153/001**

The Singleton Legacy Fund Governance Panel held an Internal Staff Meeting on Tuesday 24 September 2024. The minutes of the meeting were provided for Council's consideration.

**NOTED***Corporate and Commercial Services Report (Items for Information)***DCCS42/24 Investment Report - August 2024****FILE:24/00325**

A report was provided advising invested funds as at 31 August 2024.

**NOTED****DCCS44/24 Investment Report - September 2024****FILE:24/00325**

A report was provided advising invested funds as at 30 September 2024.

**NOTED***Organisation and Community Capacity Report (Items for Information)***DOCC32/24 Minutes - Singleton and District Disability Advisory  
Committee - 06/08/2024****FILE:24/00036**

The Singleton and District Disability Advisory Committee held its ordinary meeting on 6 August 2024. The minutes of the meeting were provided for Council's information.

**NOTED**

**DOCC36/24 Minutes - Audit Risk and Improvement Committee -  
21/08/2024****FILE:23/00689/003**

The Audit Risk and Improvement Committee held its ordinary meeting on 21 August 2024. The minutes of the meeting were provided for Council's information.

**NOTED****DOCC37/24 Minutes - Singleton Community and Economic  
Development Fund Joint Management Board -  
19/06/2024****FILE:24/00442/002**

The Singleton Community and Economic Development Fund Joint Management Board held its ordinary meeting on 19 June 2024. The minutes of the meeting were provided for Council's information.

**NOTED**

163/24 **MOVED** Cr Adamthwaite **SECONDED** Cr Jenkins that Council **MOVE** to Closed Council (Confidential Section of Ordinary Meeting – Closed to the Public) at 5.48PM

**CARRIED****OPEN COUNCIL RESUMED AT 5.58PM.***Closed Council***CC19/24 Proposed Land Sale Bridgman Road Singleton Heights****FILE:23/00708**

The Committee RECOMMENDED to Council that:

1. Authorise the sale of Lots 2 and 3 in DP 1301611 being two vacant lots owned by Council at the corner of Bridgman Rd and Gardner Circuit at no less than the minimum price listed in the price range table shown within this report.
2. Delegate to the General Manager and Mayor authority to sign all documents under Council's seal, associated with the sale of Lots 2 and 3 in DP 1301611.
3. A confidential report back to closed council which includes the settlement price agreed upon for the sale of land.

**CC23/24 T2023.048 - Sewer Rising Main Network Upgrade - Design & Construct**

**FILE:T2023.048**

The Committee RECOMMENDED to Council that:

1. Award the tender for Sewer Rising Main Network Upgrade – Design & Construct to Mullane Maintenance Pty Ltd for the total sum of \$1,639,751.51 excluding GST.
2. Approves an additional budget allocation in the 2024/25 financial year of \$880,000.00 from the Sewer Reserve Fund.
3. A report back to council of the full financial analysis including any variation.

**CC24/24 T2024.017 - Kilfoyles Bridge**

**FILE:T2024.017**

The Committee RECOMMENDED that Council award the tender for T2024.017 – Kilfoyles Bridge to KCE Pty Ltd for the total sum of \$3,022,500.00 excluding GST and a report back to council of the full financial analysis including any variation..

164/24 **MOVED** Cr Jenkins **SECONDED** Cr D Thompson that the recommendations of Closed Council be adopted.

**CARRIED**

**The meeting closed at 6.02PM and the minutes pages 1 to 7 were confirmed on 26 November 2024 and are a full and accurate record of proceedings of the meeting held on 22 October 2024.**

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Mayor/Chairperson

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General Manager