

#### NOTICE OF MEETING

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993* that a **Meeting of Singleton Council** will be held in the **Council Chambers, Queen Street Singleton**, on **Tuesday 16 September 2025**, commencing after the Public Forum at **5.30pm**.

# **Emergency Evacuation - Council Chambers**

In case of an emergency, for example a fire, please evacuate the building via the marked exit doors (*Mayor points to the doors*). The order to evacuate may be signified by an alarm siren or by a Council officer or myself. Please proceed to the green "emergency assembly area" signs either near the cycleway on Queen Street (*Mayor points in direction of Queen Street*) or at the other side of the carpark towards the Gym & Swim (*Mayor points again*). An instruction to evacuate to a marked area should be followed without delay to assist Council in ensuring the Health and Safety of all staff and visitors.

# **Privacy/Webcasting**

In accordance with the NSW *Privacy & Personal Information Protection Act, 1998*, you are advised that all discussion held during the Open Council Meeting is public information. This will include any discussion involving the Mayor, a Councillor, staff member or a member of the public. All persons present or attending via audio-visual link should withhold from making public comments about another individual without seeking the consent of that individual in the first instance.

Please be aware that Council webcasts its Open Council Meetings via its website. All persons should refrain from making any remarks that could potentially be considered defamatory. Council accepts no liability for any defamatory remarks made during the course of the Council Meeting. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so.

#### General

All persons present either in the Council Chambers or via audio-visual link are requested to turn their mobile devices to silent during the course of the Council Meeting. Any persons attending via audio-visual link are required to have their camera on at all times.

# **Statement of Ethical Obligations**

The Mayor and Councillors are reminded that they remain bound by the Oath or Affirmation of Office made at the beginning of the Council term to undertake their civic duties in the best interests of the people of the Singleton community and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their ability and judgement.

Council Officials are also reminded of the requirement to declare and appropriately manage any conflicts of interest they may have in relation to matters considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

AGENDA PAGE

# **Opening of Meeting**

# **Acknowledgement of Country**

I would like to begin by paying my respects to Elders past and present of the Wanaruah, Wonnarua people and acknowledge their custodianship of the land on which we are meeting today. I also pay my respects to all Aboriginal people from other nations that are here today and live in Wanaruah, Wonnarua country.

# Apologies and applications for a leave of absence by Councillors

## **Confirmation of Minutes**

1. 26 August 2025

#### **Matters Arising from Minutes**

**Disclosures of Interests** 

#### Withdrawal of Items/Late Items of Business

Mayoral Minute(s)

# **Presentations**

# **Notices Of Motion**

NM14/25	Notice of Motion - Cr Watson - Contact the Hon. Emily Jane Suvval, BN MLC regarding Post Mining Land Use Briefing	6
NM15/25	Notice of Motion - Cr Yeomans - Submission to the Select Committee on Rural Housing and Second Dwellings Reform	7
NM16/25	Notice of Motion - Cr Watson - Contact Lake Macquarie Council re Learnings from Housing Forum	9

General Man	ager's Report (Items Requiring Decision)	
GM50/25	LGNSW 2025 Annual Conference motions	10
GM52/25	Council Meeting Dates and Times	18
GM51/25	Draft Advocacy Themes and Documentation 2025-2029	22
GM58/25	Code of Meeting Practice Policy	123
Corporate an	d Commercial Services Report (Items Requiring Decision)	
DCCS32/2	5 Memorandum of Understanding with Homes NSW	
	re Bridgman Ridge Development	126
DCCS33/2	5 T2025.002 - Sewage Treatment Plant Upgrades	127
Infrastructur	e & Planning Report (Items Requiring Decision)	
DI&P57/25	Legal Advice - 8.2013.127.3 - s4.55(2) - Modification to Subdivision Layout - 3 Maison Dieu Road, Gowrie - Lot 20 DP 1282153	128
DI&P49/25	Council Determination - 8.2013.127.3 - s4.55(2) - Modification to Subdivision Layout - 3 Maison Dieu Road, Gowrie - Lot 20 DP 1282153	129
DI&P50/25	Draft Construction Workers Accommodation Policy	205
DI&P48/25	Draft Singleton Rural Lands Strategy	221
DI&P51/25	Minutes - Sports Council Committee - 21/08/2025	302
DI&P52/25	Minutes - Local Traffic Committee - 28/08/2025	321
DI&P58/25	Medical Waste Exemption	337
General Man	ager's Report (Items for Information)	
GM53/25	Minutes - Audit Risk and Improvement Committee - 20 August 2025	341
GM55/25	Arts Upper Hunter	349
GM54/25	FOGO Communications Overview	369
GM56/25	Conference Report - Mayor Sue Moore - 2025 ALGA National General Assembly (NGA)	391
GM57/25	Conference Report - Councillor Sue George - 2025 ALGA National General Assembly (NGA)	394
Corporate an	nd Commercial Services Report (Items for Information)	
DCCS34/2	5 Minutes - Compliments, Complaints and Customer	
	Review Committee - 29/07/2025	405

DCCS36/2	25 Minutes - Singleton Aboriginal Reconciliation Committee - 05/08/2025	410
DCCS35/2	25 Investment Report - August 2025	417
Infrastructui	re & Planning Report (Items for Information)	
DI&P55/25	Extraordinary Minutes - Sustainability Advisory Committee - 31/07/2025	429
DI&P56/25	Minutes - Heritage Advisory Committee - 15/08/2025	434
Questions G	iven	
QG5/25	Questions of Which Notice Has Been Given - 19 August 2025	441
Questions w	vith Notice	

# Closed Council

CC5/25	T2025.002 - Sewage Treatment Plant Upgrades
CC6/25	Memorandum of Understanding with Homes NSW re Bridgman Ridge Development
DI&P53/25	Legal Advice - 8.2013.127.3 - s4.55(2) - Modification to Subdivision Layout - 3 Maison Dieu Road, Gowrie - Lot 20 DP 1282153

Justin Fitzpatrick-Barr GENERAL MANAGER

#### **MEETING PRINCIPLES**

Council and Committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

• *Informed:* Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local

community.

• Principled: Decisions are informed by the principles prescribed under

Chapter 3 of the Act.

• Trusted: The community has confidence that councillors and staff act

ethically and make decisions in the interests of the whole

community.

• Respectful: Councillors, staff and meeting attendees treat each other with

respect.

• Effective: Meetings are well organised, effectively run and skilfully

chaired.

• Orderly: Councillors, staff and meeting attendees behave in a way that

contributes to the orderly conduct of the meeting.

Notices Of Motion - NM14/25

NM14/25. Notice of Motion - Cr Watson - Contact the Hon. Emily FILE: 25/00033

Jane Suvval, BN MLC regarding Post Mining Land Use

**Briefing** 

Author: Governance Lead

Councillor Watson will move:

That the General Manager contact The Hon. Emily Jane Suvval, BN MLC to request and arrange a Councillor Briefing on the post mining land use enquiry learnings and the 13 recommendations.

#### **Attachments**

There are no attachments for this report.

Notices Of Motion - NM15/25

NM15/25. Notice of Motion - Cr Yeomans - Submission to the FILE: 25/00033

Select Committee on Rural Housing and Second

**Dwellings Reform** 

**Author:** Governance Officer

#### Councillor S Yeomans will move:

That Singleton Council prepare and lodge a submission to the NSW Parliament Committee on Rural Housing and Second Dwellings Reform, as outlined in the Terms of Reference, advocating for reforms to the Standard Instrument Local Environmental Plan (LEP) to reduce red tape and support second dwelling entitlements on rural land. The submission should reflect appropriate key principles outlined in the Singleton Rural Land Use Strategy that can help address the housing crisis in rural and regional NSW.

# Key Principles for the Submission:

- 1. **Support for Criteria-Based Dwelling Entitlements:** Advocate for a criteria-based approach to dwelling entitlements to allow second dwellings on land, particularly where properties are below the minimum lot size for viable agricultural activities. This approach will provide flexibility for landholders, reduce regulatory barriers, and contribute to addressing the housing crisis in NSW.
- 2. **Reduction of Red Tape in the Standard Instrument LEP:** Highlight the limitations of the current Standard Instrument LEP, which restricts flexibility for property owners to establish dwellings due to unclear or restrictive dwelling entitlement provisions. Propose amendments to streamline processes and provide clarity & flexibility for landholders seeking to build second dwellings etc.
- 3. Alignment with Singleton Rural Land Use Strategy: Emphasize the Strategy's commitment to balancing agricultural viability and rural lifestyle aspirations. The submission should advocate for planning that enable housing development while protecting highly productive rural land, as guided by the Strategy Planning Principles.
- 4. **Addressing Housing Needs:** Stress the urgent need for increased housing options in NSW to support population growth, economic diversification, and community resilience. Second dwellings can provide affordable housing solutions, support multi-generational living & care, and enable rural tourism opportunities without compromising agricultural land.
- 5. **Promotion of Flexible and Sustainable Land Use:** Support reforms that allow higher-order uses, such as second dwellings, on rural land where agricultural viability is limited. This may include integrating land capability mapping.
- 6. **Support for Innovation and Economic Diversification:** Highlight opportunities for second dwellings to support rural tourism, regenerative agriculture, property rights and other innovative land uses identified in the Singleton Rural Land Use Strategy. This includes enabling small-scale accommodation or farm-stay developments to enhance property rights, economic growth and resilience.

Notices Of Motion - NM15/25

Rationale: The Singleton Rural Land Use Strategy & advocacy agenda item to review LEP highlights the need for flexible planning to support rural housing while preserving high productivity agricultural and environmental land. Current LEP restrictions limit dwelling entitlements, exacerbating housing issues. A submission to the Committee will advocate for reforms to enable flexible housing solutions and economic growth in Singleton.

#### **RECOMMENDATION**

That Council:

- 1. Endorse the preparation of a submission to the NSW Parliament Committee on Rural Housing and Second Dwellings Reform, based on the principles outlined in this motion.
- 2. Request the General Manager to arrange for the submission to be drafted and lodged by the Committee's deadline.
- 3. Provide a copy of the submission to Councillors when lodged.

#### **Attachments**

There are no attachments for this report

Notices Of Motion - NM16/25

NM16/25. Notice of Motion - Cr Watson - Contact Lake Macquarie FILE: 25/00033

**Council re Learnings from Housing Forum** 

**Author:** Governance Lead

Councillor Watson will move:

That the General Manager write to the Mayor of Lake Macquarie, Adam Shultz, requesting that appropriate Lake Macquarie staff or councillors provide a presentation to Singleton Councillors on their housing strategic plan and key learnings from their forum.

#### **Attachments**

There are no attachments for this report.

**FILE:** 25/00006

General Manager's Report (Items Requiring Decision) - GM50/25

# GM50/25. LGNSW 2025 Annual Conference motions

**Author:** Governance Officer

# **Executive Summary**

The purpose of this report is to consider proposed motions for submission to LGNSW for inclusion in the Conference business papers based on Council's draft Advocacy Themes 2025-2029.

**RECOMMENDED** that Council submit the following motions for consideration at the 2025 LGNSW Annual Conference:

- That Local Government NSW calls on the NSW and Federal Government to provide uncontested funding support for local infrastructure needed to unlock development ready land in regional NSW.
- 2. That Local Government NSW calls on the NSW and Federal Government to release funding to support the development of regionally significant place strategies, specifically for industrial (employment) land, identified in Regional Plans.
- 3. That Local Government NSW calls on the NSW and Federal Government to provide local funding support to guide a coordinated approach to land use and economic opportunities for post mining-related land to support communities impacted by mine closures transition to a Net Zero Future.
- 4. That Local Government NSW calls on the NSW and Federal Government to embed Net Zero government support services and infrastructure delivery agencies, including (but not limited to) the Net Zero Economy Authority, EnergyCo, Department of Employment and Workplace Relations, Future Jobs and Investment Authority, Department of Transport, Department of Planning within regional communities directly affected by the transition
- 5. That Local Government NSW calls on the NSW and Federal Government to provide immediate funding to continue programs previously funded through the now defunct Resources for Regions that deliver employment and skills programs locally to transitioning industries.
- 6. That Local Government NSW calls on the NSW Government to undertake contemporary cumulative air quality impact studies across the state, including particulate characterisation in areas of net zero transition and high woodsmoke.
- 7. That Local Government NSW advocates for the inclusion of coal mining operations in the remit of The Net Zero Economy Authority to support workers and their communities.

#### Report

The LGNSW Annual Conference is the main policy making event for the local government sector where issues are debated, and motions put forward for the consideration of delegates.

Council has resolved, in August 2025, to send three (3) voting delegates to the conference.

All members can put forward motions to be considered at the Conference. Members have been invited to submit motions online from Monday 28 July 2025 up until 30 September 2025 for inclusion in the Conference Business Paper.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. When submitting motions, members are encouraged to review the action reports from previous conferences and positions of LGNSW, as set out in the LGNSW Policy Platform. These resources will assist with the drafting of motions. Motions will only be included in the Conference Business Papers if they:

- 1. Are consistent with the objects of the LGNSW Rules (Rule 4)
- 2. Demonstrate that the issue concerns or is likely to concern a substantial number of local governments in NSW
- 3. Seek to establish or change a policy position of LGNSW and/or improve governance of the association (noting that the LGNSW Board is responsible for any decisions around resourcing and campaigns or operational activities, and any necessary resource allocations will be subject to the LGNSW budgetary process)
- 4. Are strategic
- 5. Are concise, clearly worded and unambiguous
- 6. Are not focussed on just a small specific part of NSW
- 7. Do not encourage violation of prevailing laws
- 8. Do not seek to advantage one or several members at the expense of other members.

# **Suggested Motions**

Council staff have prepared the following motions on the basis that they are consistent with the LGNSW guidelines for valid motions, as well as being relevant to Singleton Council's Advocacy Agenda.

- That Local Government NSW calls on the NSW and Federal Government to provide uncontested funding support for local infrastructure needed to unlock development ready land in regional NSW
- 2. That Local Government NSW calls on the NSW and Federal Government to release funding to support the development of regionally significant place strategies, specifically for industrial (employment) land, identified in Regional Plans.
- 3. That Local Government NSW calls on the NSW and Federal Government to provide local funding support to guide a coordinated approach to land use and economic opportunities for post mining-related land to support communities impacted by mine closures transition to a Net Zero Future.
- 4. That Local Government NSW calls on the NSW and Federal Government to embed Net Zero government support services and infrastructure delivery agencies, including (but not limited to) the Net Zero Economy Authority, EnergyCo, Department of Employment and Workplace Relations, Future Jobs and Investment Authority, Department of Transport, Department of Planning within regional communities directly affected by the transition
- 5. That Local Government NSW calls on the NSW and Federal Government to provide immediate funding to continue programs previously funded through the now defunct Resources for Regions that deliver employment and skills programs locally to transitioning industries.

- 6. That Local Government NSW calls on the NSW Government to undertake contemporary cumulative air quality impact studies across the state, including particulate characterisation in areas of net zero transition and high woodsmoke.
- 7. That Local Government NSW advocates for the inclusion of coal mining operations in the remit of The Net Zero Economy Authority to support workers and their communities.

# **Background**

#### Motion 1:

In 2024, LGNSW resolved to advocate to the NSW Government to increase support for councils to assist housing delivery through:

- (a) Development assessment fee recovery and other resourcing, including remunerating councils for their role in assessing SSD applications;
- (b) Funding for strategic planning;
- (c) Increased funding for enabling and supporting infrastructure.

Singleton Council acknowledges the efforts that the NSW Government has made towards delivering funding to support strategic land use planning through the Regional Housing Strategic Planning Fund and the successful completion of many regional strategies to support the delivery of housing.

Further support is required for increased funding for shovel ready enabling and supporting infrastructure to councils where land is already zoned for residential or employment uses, but is constrained by the provision of infrastructure, including water/sewer, or the need to upgrade State owned transport infrastructure to deliver housing in regional areas

#### Motion 2:

In January 2025, the NSW Government released the Industrial Lands Action Plan. This Plan identifies a significant underestimate of land used for employment purposes in NSW. The Employment Lands Development Monitor includes all land zoned employment (E zones), SP4 Enterprise, W4 Working Waterfront, Regional Enterprise Zone and the Aerotropolis. The Action Plan fails to recognise land zoning where employment is permissible, but is not zoned as such.

The current focus of Industrial Land development is narrow and the Industrial Lands Action Plan requires urgent review to include consideration of rural and regional councils across NSW that have included additional uses within rural zones to permit.

The Standard Instrument LEP requires Open Cut Mining to be a permitted use in the RU1 zone. With an employment base in NSW of over 34,000 people, \$3.9B in wages and salaries, \$14.4B in purchase of goods and services and \$3.7B in State government payments (as reported by The NSW Mining Industry Expenditure Impact Survey 2023-2024), it is a gross oversight of any Industrial Lands Action Plan to not consider the constraints and opportunities constraints and opportunities of land currently used for mining to grow in a transitioning economy.

In the Hunter Valley, mining employs over 13,000 people, contributing over \$8B of direct spending into the NSW economy. This equates to 40% of mining economic inputs to the economy of NSW. The consequences of this is felt across 2,700 local suppliers.

A failure to consider this important employment type in the development of State-wide policy for industrial lands is shortsighted and impacts long term industry diversification in regions transitioning to a Net Zero economy.

#### Motion 3:

In January 2025, the NSW Government released the Industrial Lands Action Plan. This Plan identifies a significant underestimate of land used for employment purposes in NSW. The Employment Lands Development Monitor includes all land zoned employment (E zones), SP4 Enterprise, W4 Working Waterfront, Regional Enterprise Zone and the Aerotropolis. The Action Plan fails to recognise land zoning where employment is permissible, but is not zoned as such.

Were the Industrial Lands Action Plan to recognise the valuable contribution of mining to employment generating precincts in NSW, the actions within the Industrial Lands Action Plan would ensure this land use is included in a State wide policy for precinct planning, elevate the investigation of planning and policy interventions to support intensification of these important employment lands, provide for an orderly and State driven approach to regional industrial lands supply pipeline and support local councils in the development of LGA specific employment land development plans and programs to manage supply and oversee infrastructure investment and delivery.

#### Motion 4:

The declaration of Renewable Energy Zones across NSW has created opportunities for investment in localised Net Zero transitions. Regional communities are feeling the strain of implementation of renewable energy projects, which in turn impact the planned delivery of infrastructure and services to communities. As evidenced through the LGNSW submission into the Parliamentary Inquiry into the impact of renewable energy zones on rural regional communities and industries in NSW, councils in REZs are facing uncertainty regarding skills needs, housing needs, demand for raw materials and the demand of State significant development on council resources. Councils are not connected to the people who are making decisions or developing policy that directly affects their communities.

The Net Zero transition is a long game, aimed at achievement by 2050. Government should directly embed the resources needed to support communities in communities directly affected, so that community and council staff have access to decision makers, business confidence can be boosted towards the opportunities transition will provide (rather than be overwhelmed by them) and importantly, communities can put a face to the name of the transition.

#### Motion 5:

Funding of grassroots programs to support career development, skills transition, redeployment and retraining is essential at a local level to embed new and emerging industry opportunities within communities. The loss of the Resources for Regions program has seen these programs put at risk, potentially undermining existing efforts by State and Federal government to meet legislative requirements.

Increasing the utilisation of TAFE centres of learning through resourcing, staffing and coordination of vocational and higher education offerings, means that youth educational advancement can be undertaken at home or in home based communities.

#### Motion 6:

With over 90 air quality monitoring stations installed across NSW, NSW hosts the most comprehensive air quality monitoring network in Australia. In 2022, the NSW Government published the last review of the Upper Hunter Air Quality Monitoring Network and has prepared Air Quality Monitoring Plans for parts of the state. However, no comprehensive particulate characterisation studies have been undertaken to determine the type of air pollutants contributing to the health and wellbeing of communities across the State since the publication of the Upper Hunter Particle Characterisation Study Final Report in 2013.

With a changing economy, the nature and contribution of particulates to public health will change. It is imperative that the NSW Government reviews air quality impacts of existing, new and emerging pollutant sources to ensure adequate controls are in place.

#### Motion 7:

In August 2025, the NZEA commissioned Emeritus Professor Roy Green AM to review the operation of Part 5 of the NZEA Act, including whether any amendments to Part 5 of the Act are required. Given the Act is relatively new and the framework for transition within it is also new, it is timely to seek expansion of the remit of the NZEA to include export coal mining operations in communities directly impacted by the transition. The reasons for this are:

- The State of NSW is transitioning to a net zero economy, with local councils at the coal face of this important change. Planning for transition requires a whole of State approach that covers all coal dependent communities and supply chains taking an interconnected approach rather than an isolationist approach.
- Any jobs plan needs to create employee empowerment, providing skills mapping, retraining and redeployment at the individual level and taking a less passive approach.
- Governments must recognise that transition to net zero includes a range of benefiting and impacted industries, not just energy.
- Local council's need transparency around the inter-relationship with other agencies, including the State government's Future Jobs and Investment Authority, creating certainty around who is doing what in the transition space.
- Governments must acknowledge the timeframe pressures on coal mining operations and the urgency in planning for skills and jobs transition for a workforce

that connects across the region, with significant flow on consequences should a planned transition not occur.

- The importance of in region government agency presence cannot be understated, to understand the needs of communities, workers and businesses impacted by the transition and to demonstrate to affected communities that the State and Federal governments are living the transition with us.

# **Community Strategic Plan**

Strategy: 5 Our Leadership

Deliverable: 5.2 Our Council is trusted, responsible and transparent

# **Council Policy/Legislation**

The following legislation and documents are relevant:

• Local Government Act, 1993

# **Financial Implications**

The proposed motions are intended to generate additional revenue, not any increased financial obligations.

#### Consultation

Consultation occurred between members of Council's Executive Leadership Team and Leadership Team with consideration of our current Advocacy Agenda.

#### Sustainability

The proposed motions are intended to generate positive social, environmental and economic impacts.

# **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that not following motion guidelines may lead to proposed motions not being considered which may lead to community dissatisfaction	Medium	Create motions that fit within the guidelines	Low	Yes
There is a risk to Council in not submitting the proposed motion which may lead to significant future environmental and financial implications for the Singleton LGA as well as reputational implications for Council.	High	Adopt the recommendation	High	Yes

# **Options**

The following options are available to Council:

- 1. Resolve to submit the following six motions for consideration at the 2025 LGNSW Annual Conference:
  - That Local Government NSW calls on the NSW and Federal Government to provide uncontested funding support for local infrastructure needed to unlock development ready land in regional NSW
  - 2. That Local Government NSW calls on the NSW and Federal Government to release funding to support the development of regionally significant place strategies, specifically for industrial (employment) land, identified in Regional Plans.
  - 3. That Local Government NSW calls on the NSW and Federal Government to local funding support to guide a coordinated approach to land use and economic opportunities for post mining-related land to support communities impacted by mine closures transition to a Net Zero Future.
  - 4. That Local Government NSW calls on the NSW and Federal Government to embed Net Zero government support services and infrastructure delivery agencies, including (but not limited to) the Net Zero Economy Authority, EnergyCo, Department of Employment and Workplace Relations, Future Jobs and Investment Authority, Department of Transport, Department of Planning within regional communities directly affected by the transition
  - 5. That Local Government NSW calls on the NSW and Federal Government to provide immediate funding to continue programs previously funded through the now defunct Resources for Regions that deliver employment and skills programs locally to transitioning industries.

- 6. That Local Government NSW calls on the NSW Government to undertake contemporary cumulative air quality impact studies across the state, including particulate characterisation in areas of net zero transition and high woodsmoke.
- 7. That Local Government NSW advocates for the inclusion of coal mining operations in the remit of The Net Zero Economy Authority to support workers and their communities.
- 2. Resolve to submit different motion/s, noting the LGNSW criteria requirements, for consideration at the 2025 LGNSW Annual Conference.
- 3. Resolve to not submit any motions for consideration at the 2025 LGNSW Annual Conference.

Option one is recommended.

#### Conclusions

It is recommended that Council approve the submission of at least one relevant motion for consideration at the 2025 LGNSW Annual Conference. Council can resolve to submit alternative motion/s to the motions that have been suggested, consistent with the LGNSW guidelines for valid motions.

#### **Attachments**

There are no attachments for this report

**FILE:** 25/00006

General Manager's Report (Items Requiring Decision) - GM52/25

# GM52/25. Council Meeting Dates and Times

Author: Governance Lead

# **Executive Summary**

The purpose of this report is for Council to consider scheduling arrangements for Ordinary Council Meetings of Council.

**RECOMMENDED** that Ordinary Council Meetings be held on the third Tuesday of each month commencing at 5.30pm in the Council Chambers, excluding January as there is no meeting, including the following amendment:

- December meeting moved from 16 December to 9 December 2025.
- December meeting moved from 15 December to 8 December 2026.
- December meeting moved from 21 December to 7 December 2027.

# Report

Section 3.1 of the Code of Meeting Practice requires Council to set the frequency, time, date and place of its ordinary meetings by resolution.

The Local Government Act, 1993 (the Act) requires Councils to meet at least 10 times each year, each time in a different month.

Council has previously resolved to hold ordinary meetings on the third Tuesday of each month commencing at 5.30pm, excluding the month of January where no meeting is held. Councillor briefings are also held on Tuesday evenings.

Date	Time	Place
Tuesday, 9 December 2025	5.30pm	Council Chambers
Tuesday, 17 February 2026	5.30pm	Council Chambers
Tuesday, 17 March 2026	5.30pm	Council Chambers
Tuesday, 21 April 2026	5.30pm	Council Chambers
Tuesday, 19 May 2026	5.30pm	Council Chambers
Tuesday, 16 June 2026	5.30pm	Council Chambers
Tuesday, 21 July 2026	5.30pm	Council Chambers
Tuesday, 18 August 2026	5.30pm	Council Chambers
Tuesday, 15 September 2026	5.30pm	Council Chambers
Tuesday, 20 October 2026	5.30pm	Council Chambers
Tuesday, 17 November 2026	5.30pm	Council Chambers
Tuesday, 8 December 2026	5.30pm	Council Chambers

Tuesday, 16 February 2027	5.30pm	Council Chambers
Tuesday, 16 March 2027	5.30pm	Council Chambers
Tuesday, 20 April 2027	5.30pm	Council Chambers
Tuesday, 18 May 2027	5.30pm	Council Chambers
Tuesday, 15 June 2027	5.30pm	Council Chambers
Tuesday, 20 July 2027	5.30pm	Council Chambers
Tuesday, 17 August 2027	5.30pm	Council Chambers
Tuesday, 21 September 2027	5.30pm	Council Chambers
Tuesday, 19 October 2027	5.30pm	Council Chambers
Tuesday, 16 November 2027	5.30pm	Council Chambers
Tuesday, 7 December 2027	5.30pm	Council Chambers
Tuesday, 15 February 2028	5.30pm	Council Chambers
Tuesday, 21 March 2028	5.30pm	Council Chambers
Tuesday, 18 April 2028	5.30pm	Council Chambers
Tuesday, 16 May 2028	5.30pm	Council Chambers
Tuesday, 20 June 2028	5.30pm	Council Chambers
Tuesday, 18 July 2028	5.30pm	Council Chambers
Tuesday, 15 August 2028	5.30pm	Council Chambers

# **Community Strategic Plan**

Strategy: 5 Our Leadership

Deliverable: 5.2 Our Council is trusted, responsible and transparent
Action: 5.2.1 To lead, govern and regulate in an ethical, equitable and

transparent way

# **Council Policy/Legislation**

- The Local Government Act, 1993
- The Local Government (General) Regulation, 2021
- POL/1014 Code of Meeting Practice Policy

# **Financial Implications**

Nil.

#### Consultation

Council's Executive Leadership team have considered and approved this approach and Councillors have been briefed on this matter.

# **Sustainability**

Nil.

# **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that Councillors will not have adequate time to ensure effective decision making which may lead to legal, service delivery, financial and reputational implications.	High	Adoption of the recommendation	Low	Yes
There is a risk that Council will not meet the requirements of the Local Government Act, 1993 and Local Government (General) Regulation 2021 which may lead to legal and reputational implications.	High	Adoption of the recommendation	Low	Yes
There is a risk that lack of time to provide meaningful responses to questions raised by Councillors may lead to unnecessary stress on staff and negative impacts on wellbeing.	High	Adoption of the recommendation	Low	Yes

# **Options**

The following options are available to Council:

- 1. Resolve that Ordinary Council Meetings be held on the third Tuesday of each month commencing at 5.30pm in the Council Chambers, excluding January as there is no meeting, including the following amendment:
  - December meeting moved from 16 December to 9 December 2025.
  - December meeting moved from 15 December to 8 December 2026.
  - December meeting moved from 21 December to 7 December 2027.
- 2. Resolve to schedule alternate meeting dates and times for the term that ensures Council will still meet legislative requirements.

Option one is recommended.

#### **Conclusions**

To ensure that Council meets the requirements of the *Local Government Act, 1993* and to achieve appropriate timing for Council Meetings, it is recommended that Council endorse the scheduling arrangements for Ordinary Council Meetings for the current term.

#### **Attachments**

There are no attachments for this report.

GM51/25. Draft Advocacy Themes and Documentation 2025-2029 FILE: 25/00006 Author: Executive Manager

# **Executive Summary**

The purpose of this report is to seek Council adoption of the draft Singleton Advocacy Agenda and draft Singleton Infrastructure Advocacy Agenda.

**RECOMMENDED** that Council adopts the draft Singleton Advocacy Agenda and draft Singleton Infrastructure Advocacy Agenda as the final documentation, with technical staff to complete a review of the financial elements annually.

# Report

The draft Singleton Advocacy Agenda (Attachment 1), draft Singleton Infrastructure Advocacy Agenda (Attachment 2), Advocacy Snapshot Fact Sheets (Attachment 3) and Infrastructure Advocacy Snapshot Fact Sheets (Attachment 4) provide details of our community's priority advocacy issues and infrastructure needs, and supports Council to proactively raise issues and lobby other levels of government on behalf of the community and ensure the important matters are heard.

During community engagement activities for the Create Singleton 2035 - Community Strategic Plan, Council gained feedback on community priorities and the Advocacy documents align with these priorities.

Council understands, and takes seriously, the important role of advocating on behalf of the community. The Mayor, Deputy Mayor, Councillors and General Manager actively raise issues with a range of external stakeholders, including Premiers, Deputy Premiers, Leaders of the Opposition, Ministers, Local members of Parliament, Senators, members of the opposition and senior government staffers. The Singleton Advocacy Agenda and Singleton Infrastructure Advocacy Agenda ensures our advocacy messaging is focused on the themes of the utmost importance to our community.

Council's advocacy themes and documentation is reviewed every four years, in line with the Integrated Planning and Reporting cycle, and if adopted, Council staff will complete an annual review of the financial elements to ensure accuracy.

# **Community Strategic Plan**

Strategy: 5 Our Leadership

Deliverable: 5.2 Our Council is trusted, responsible and transparent

Action: 5.2.3 Seek funding to provide infrastructure, programs, services

or events which will add to the delivery of the objectives of

Singleton 2036

# **Council Policy/Legislation**

- Local Government Act, 1993
- Local Government (General) Regulation, 2021

# **Financial Implications**

While there are no direct financial implications, success with our approach could deliver wonderful benefits, including financial, to our community.

The draft Singleton Advocacy Agenda and draft Singleton Infrastructure Agenda addresses a number of funding gaps and successful advocacy may result in considerable positive outcomes for the community and Council.

#### Consultation

During the development of the Create Singleton 2035 - Community Strategic Plan, Council undertook an extensive six (6) month engagement process with the Singleton community. The data collected and community priorities highlighted in these engagement activities were used to develop the draft Singleton Advocacy Agenda and draft Singleton Infrastructure Advocacy Agenda.

There has been several Councillor briefings and workshops and opportunities to identify and contribute issues and background information. Where possible, Councillor feedback has been incorporated in the drafted documents.

# Sustainability

The draft Singleton Advocacy Agenda and draft Singleton Infrastructure Advocacy Agenda addresses a number of sustainability matters and successful advocacy may result in considerable positive outcomes for the community and Council.

# **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that Council does not address the key community outcomes which may lead to sub- optimised community outcomes and reputational damage to Council.	High	Adopt the recommendation and actively implement.  Continue to engage with our community as we mature our approach	Low	Yes
There is a risk that Council has an ad hoc approach to advocacy which may lead to sub- optimised community outcomes and reputational damage to Council.	High	Adopt the recommendation and actively implement.  Continue to engage with our community as we mature our approach	Low	Yes

# **Options**

The following options are available to Council:

- 1. Adopt the Singleton Advocacy Agenda and Singleton Infrastructure Advocacy Agenda as the final documentation, with technical staff to complete a review of the financial elements annually.
- 2. Not adopt the Singleton Advocacy Agenda and Singleton Infrastructure Advocacy Agenda.

Option one is recommended.

# **Conclusions**

The Singleton Advocacy Agenda and Singleton Infrastructure Advocacy Agenda provide details of our community's priority advocacy issues and infrastructure needs, and supports Council to proactively raise issues and lobby other levels of government on behalf of the community and ensure the important matters are heard.

#### **Attachments**

- AT-1 Draft Singleton Advocacy Agenda
- AT-2. Draft Singleton Infrastructure Advocacy Agenda
- AT-3 Advocacy Snapshot Fact Sheets
- AT-4 Advocacy Infrastructure Snapshot Fact Sheets



W singleton.nsw.gov.au

**Attachment 1** 



# **Contents**

# **PART I: OUR SINGLETON**

- 07 Creating Certainty for Singleton
- 08 Our Singleton Community
- 09 Singleton Snapshot
- 10 Our Position
- 11 The Future for Singleton



3 Singleton Council

# **PART II: OUR ADVOCACY PRIORITIES**

- 13 Provision of diverse and affordable housing and crisis accommodation
- 14 Long-term funding program to support mining communities
- 15 Ongoing commitment to and expansion of vocational educational programs in Singleton
- 16 Improvement of health services in Singleton
- 17 Commitment to connectivity + telecommunications
- 18 Funding and support to rebuild and enhance vital infrastructure impacted by the Singleton bypass
- 19 Review of the standard instrument Local Environmental Plan (LEP) for rural landholders
- 20 Increase public transport options to enhance connectivity and ease of movement between Singleton and the Lower Hunter
- 21 Leadership on waste and recycling issues
- 22 Upper Hunter water security planning, works + protection of water utility status
- 23 Environmental + air quality issues associated with power stations, mines + other extractive industries
- 24 Electric Vehicle Charging Stations

4 Singleton Council

- 25 Streamlined processes to support community preparedness and resilience in disasters
- 26 Statutory body to drive a whole-of-Hunter approach to economic transition
- 27 Planning for economic outputs for the future of mining-related land
- 28 Support for a signature event to enhance the visitor economy and expand Singleton's industry base
- 29 Equitable government support for regional infrastructure to unlock development-ready land in Singleton
- 30 Commitment to the agriculture industry + resilience
- 31 Changes to the cost shifting model imposed by NSW Government
- 32 Ongoing funding of Hunter Joint Organisation
- 33 Streamline and align State and Federal grant programs with Local Government planning
- 34 Appropriate staffing for Police and Justice in Singleton

5 Singleton Council



6 Singleton Council DRAFT Advocacy Agenda 2025-2029

# Attachment 1



# Creating certainty for the future

Putting our community first is paramount for Singleton Council. It is the cornerstone of everything we do.

The Singleton Advocacy Agenda plays an important role in setting Council's direction. It lays the foundation for Council and the community to commence advocacy action today that will create long-lasting change into the future. If acted upon, this Agenda will form the blueprint for our local government area's transformation.

Through consultation with the community, we have drawn together a platform of key priorities that we believe will ensure the next state and federal governments deliver for Singleton.

Our vision is for a prosperous, equitable and sustainable Singleton, that provides transport options, a range of industries and encourages people to meet and businesses to flourish. A local government area that is able to adapt to new technology, creates opportunity, embraces diversity and offers the best qualities of life in the world.

To support our Advocacy Agenda, we also have an Infrastructure Agenda focusing on key infrastructure projects.

7 Singleton Council

# **Our Singleton Community**

Covering 4,893 square kilometres, the Singleton local government area (LGA) is home to a resident population of 25,332 people (ABS, Census 2021).

Our location on the banks of the Hunter River and our proximity to major centres, just 197 kilometres northwest of Sydney and 80 kilometres northwest of Newcastle, makes Singleton an ideal place to call home.

The Singleton economy is a diverse mix of commerce and industry, including agriculture, vineyards, tourism, defence and retail; however, light and heavy industry, power generation and particularly coal mining are the dominant economic drivers.

The LGA boasts a commanding natural environment with 40 percent of its area made up of the world heritage-listed Wollemi, Yengo and Mount Royal National Parks.

Today, Singleton's abundance of natural resources continues to help support the State's economy.

The Singleton LGA and wider Hunter Region are entering a new and exciting era with a growing population, greater economic evolution and expanding global gateways to the rest of the world. With modern conveniences, state-of-the art facilities and infrastructure offered with a country lifestyle, as well as a doorstep to a world-class university, cutting edge hospitals and national sports and cultural events, Singleton continues to expand its status as a leading regional economy with exceptional liveability.



# **Singleton Snapshot**

88

25,332

Population 2024



GRP in 2024

ممم

0.8%

Annual population growth rate 2024



33.9%

GRP growth over 10 year period



8.3%

of the population is Aboriginal



73.5 kilometres

of pathways in the LGA



83.4

resident life expectancy in years



**78%** 

satisified with the liveability of Singleton

# **Top 4 Industries by Output**



\$16.1B
Mining







# **Top 6 Employing Industries**



- **36.9% Mining**
- 6.8% Construction
- 6.6% Administrative + support services
- **6.3% Public Administration + Defence**
- 6.0% Retail Trade
  - 5.5% Health Care + Social Assistance



9 Singleton Council

# **Our Position**

# We're in a good spot, with great potential...

Situated at the centre of the Hunter Region, Singleton is strategically placed for industry, innovation, liveability and lifestyle with a strong economy across mining, agriculture, tourism and hospitality.

Significant multi-modal transport corridors meet in the Singleton LGA, as well as established freight and passenger rail networks with links to Sydney and Newcastle airports.



Scone UPPER **MID NORTH COAST HUNTER** Muswellbrook Forster ( **PORT STEPHENS** NEW ENGLAND **SINGLETON** Maitland Newcastle Airport Hunter Valley Wine Country Port of Newcastle 5 HUNTER EXPRESSWAY / NEW ENGLAND HIGHWAY Cessnock **CENTRAL COAST CESSNOCK** Sydney

10 Singleton Council

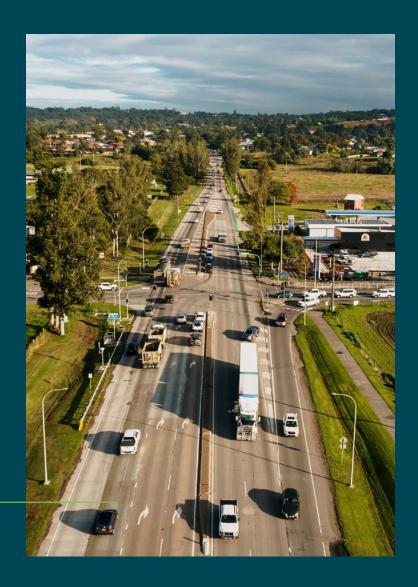
# **The Future for Singleton**

Singleton is a vibrant and thriving community. We have an optimum location at the heart of the Hunter Region, which makes us strategically positioned for economic growth, industry development, innovation and exceptional liveability.

Most importantly, it's our people who are our greatest strength. In the 2023 Australian Liveability Census, 78% were satisfied with the liveability of Singleton, rating a sense of belonging and personal safety as the two strengths of Singleton.

With targeted support, strategic investment and genuine collaboration from state and federal governments, we can unlock even greater opportunities for our community.

Together, we can build on our strengths, tackle challenges and bring to life our vision of a prosperous, equitable and sustainable Singleton—one that thrives for generations to come.



11 Singleton Council



12 Singleton Council

## Provision of diverse and affordable housing and crisis accommodation

In 2023 only 4% of sold dwellings and 35% of rentals in Singleton were considered affordable, hindering the ability of many to secure stable housing and achieve accommodation security and financial independence.

Singleton's Housing Strategy 2021-2041 highlights other significant gaps, particularly around choice of housing types and sizes, and limited short-term and temporary accommodation options for seniors, boarding houses, group homes and multi dwelling housing, and workers.

Singleton needs accessible, safe, secure housing to accommodate those experiencing hardship or crisis and options to support our growing industry base.

We also need government commitment to review taxation policy to make housing more affordable for people in our community.

#### **Our community needs**

- → Commitment to develop short-term crisis accommodation options in the **Singleton LGA**
- → Expanded eligibility and targeted infrastructure funding programs to unlock residential land development.
- → A committed agency to facilitate partnerships with a range of stakeholders to provide targeted housing and rural workers accommodation to meet the needs of our growing industry base alongside a range of demographics, socio-economic circumstances and stage of life.
- → Commitment to review taxation policy to make housing more affordable for people in our community.



**Our Ask** 



**Funding** 



Policy change
Legislation





<® Service Delivery

13 Singleton Council

# Long-term funding program to support mining communities

Singleton is impacted every day by mining and mining associated activities.

As one of the biggest contributors of mining royalties, Singleton and communities like ours are at the forefront of both the advantages and challenges of the day-to-day realities of living with heavy industries, including impacts on local infrastructure, health and wellbeing, and the built and natural environment.

Singleton needs the return of a guaranteed and proportionate amount of the mining contribution. This will provide certainty for mining communities to plan for and deliver infrastructure projects and local community programs.

## Our community needs

→ A return of a guaranteed proportionate amount of mining royalties paid from the Singleton local government area to the NSW Government annually, to provide for local infrastructure, community and social initiatives, planning outcomes and environmental amenity at a local level.



#### **Our Ask**



**Funding** 



**Policy change** 



Legislation

# Ongoing commitment to and expansion of vocational educational programs in Singleton

Singleton needs diversified educational opportunities to support emerging industries like renewable energy, advanced manufacturing and tourism.

Relevant governments must ensure education and training places meet current and future workforce needs and are available locally to enable residents to learn, work, and grow their careers in Singleton.

#### **Our community needs**

- → Funding and support to establish a Singleton Regional University Study Hub (RUSH), ensuring equitable access to higher education and vocational training.
- → Increased resourcing, staffing and coordination across vocational training providers, local schools, and community programs.
- → Attraction and retention of technical trainers to expand course offerings at Singleton TAFE, including trade and adult learning programs.
- → Ongoing funding for Council's employment and skills program to align jobseekers with industry demand.



**Our Ask** 



**Funding** 



**Service Delivery** 

15 Singleton Council

## Improvement of health services in Singleton

Singleton Hospital requires much needed upgrades to maintain and expand health services in order to meet growing demands and be a first-class district hospital.

Access to health services and support is a top community priority as highlighted in the Create Singleton 2035 Community Strategic Plan. The availability of localised mental health services for children and young people is also a priority to serve our large regional population and this level of service is unavailable with current resourcing.

## **Our community needs**

#### → Proposal for a New State-of-the-Art Hospital Facility

 A modern, purpose-built hospital is a top priority to address longstanding infrastructure limitations at the current facility. A new build will allow for upgraded medical and surgical wards, Emergency Department and significantly improve operational efficiency.

#### > New Accommodation for Students and Staff

 The provision of safe, functional, and accessible accommodation will enhance workforce stability, support clinical placements, and attract future healthcare professionals to the region.

#### → Infrastructure Improvements for the Community Health Team

- Expansion of the current facility is needed to accommodate the following:
  - An additional treatment room.
  - O A dedicated counselling/interview room
  - $\bigcirc \ \ \, \mathsf{Purpose-built}\,\mathsf{space}\,\mathsf{for}\,\mathsf{paediatric}\,\mathsf{occupational}\,\mathsf{therapy}\,\mathsf{assessments}\,$
  - O These enhancements will improve service delivery, ensure privacy, and appropriate settings for specialised care.

#### → Development of Specialist Outpatient Clinics

• The establishment of new outpatient clinics, including Geriatrics, Orthopaedics, and Gynaecology, will reduce the need for patients to travel outside the region for essential specialist care, increasing access and continuity of service locally.



**Our Ask** 



**Service Delivery** 

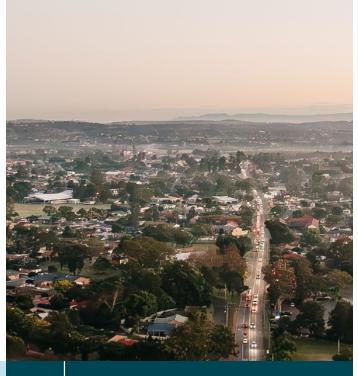
# Commitment to connectivity + telecommunications

Singleton needs reliable telecommunications connection to support public safety, day-to-day business, social contact and access to essential services such as emergency, health and education. Regional telecommunications across the Singleton LGA is currently unreliable, most notably in our villages and rural areas.

Singleton is a growth LGA, as such community expectations for safe and reliable access to telecommunication is critical to support growth and to diversify the economy.

## Our community needs

- → Equitable provision of telecommunication infrastructure and services to regional areas to the standard of urban areas.
- → Improved mobile service levels across the Singleton LGA, including growth areas (such as Branxton), along with other rural villages and outer areas.



**Our Ask** 



Service Delivery

17 Singleton Council

## Funding and support to rebuild and enhance vital infrastructure impacted by the Singleton Bypass

Singleton needs reasonable compensation for the relocation and rebuild of Council's Water and Sewer Depot that was impacted by the TfNSW land acquisition for the Singleton Bypass. Funding is also required to upgrade George Street and the Town Centre area, enhancing Singleton's liveability and appeal to residents, visitors and businesses.

Construction of the Singleton Bypass is welcomed for the benefits it will bring to our community however there are inevitable impacts that present both challenges and opportunities requiring further attention and investment.

## **Our community needs**

- → Funding to replace Council's Water and Sewer Depot. Since being acquired for the Singleton Bypass there has been no reasonable compensation for the provision of the basic essential service. We support the Bypass but not at the expense of the Singleton community.
- → Funding and assistance for the equitable transfer of responsibility for sections of the New England Highway and opportunities to enhance George Street as a community space.
- → Funding and assistance to enhance the vibrancy and appeal of Singleton's town centre to make it a destination that attracts visitors after completion of the Bypass.

**Draft Singleton Advocacy Agenda** 



#### **Our Ask**



#### **Funding**

to enhance the vibrancy and appeal of Singleton's town centre as a destination.

#### \$20 million

in reasonable compensation to relocate and rebuild Council's water and sewer depot.

#### \$20 million

for the transfer of responsibility and opportunities to enhance George Street.

DRAFT Advocacy Agenda 2025-2029

18 Singleton Council

# Review of the standard instrument Local Environmental Plan (LEP) for rural landholders

Policy must be developed to support higher order uses, including housing, where rural land is zoned and below the minimum lot size for viable agricultural activities.

Supporting criteria based approaches to dwelling entitlement is a necessary and urgent action to contribute to resolving the housing crisis in rural and regional NSW.

As the Plan that sets out standards and permissions that apply to land use and development within a local government area, the introduction of a standard instrument LEP has created undue stress for new property owners who are facing a lack of flexibility to build dwellings where it is difficult to determine existing property entitlements.

#### Our community needs

→ State Government to review the LEP to provide certainty and flexibility.



**Our Ask** 

Legislation

19 Singleton Council

## Increase public transport options to enhance connectivity and ease of movement between **Singleton and the Lower Hunter**

Singleton needs significant improvement in public transport services to ensure existing and future residents have improved accessibility to regular and reliable public transport choices. This is a critical liveability issue for our community and an enabler for diversifying our economy, particularly as we plan for post-mining. Singleton resident's access to Maitland, Newcastle and Sydney is largely hampered by the lack of public transport services at convenient times.

Greater public transport links would also enhance and promote regional tourism by encouraging day or short-stay trips by visitors.

## **Our community needs**

- → A permanently increased and reliable level of passenger train services between Singleton, Maitland, Newcastle and Sydney.
- → An express bus service between Singleton and important services in the Lower Hunter including the new Maitland Hospital and the University of Newcastle.
- → Reviewed and improved level of public transport services within and connecting to Singleton Town Centre.



**Our Ask** 



Service Delivery

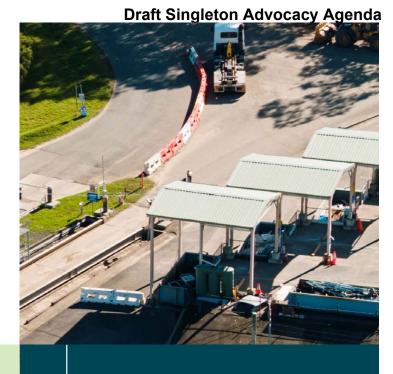
## Leadership on waste and recycling issues

Urgent leadership and investment by the Federal and NSW governments is required to secure solutions to waste minimisation and waste recovery to support a viable circular economy.

The uncertain future of the waste and recycling industries in Australia due to the ongoing impacts of foreign policies is a significant concern.

## Our community needs

- → Viable and strategic solutions to waste minimisation and waste recovery developed.
- → 100% of the waste levy to be invested into Council-led community waste minimisation and recycling programs to reduce waste to landfill.
- → Federal and State Government to consider policy to guide usage of packaging and materials used.



**Our Ask** 



Policy Change



**Funding** 



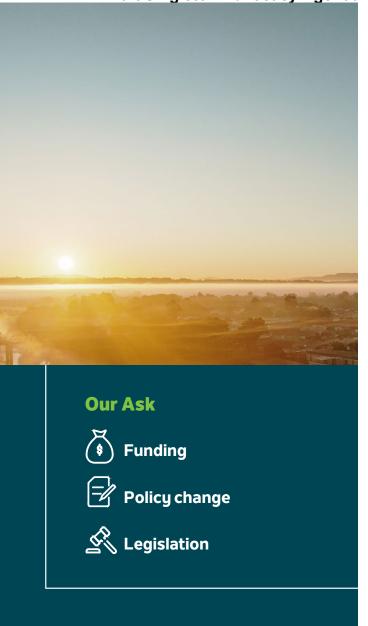
## Upper Hunter water security planning, works + protection of water utility status

To ensure water security in the Singleton LGA and the Upper Hunter, we need the State and Federal governments to invest in building the Lostock to Glennies Creek Dam two-way pipeline.

Additionally, to facilitate growth we need expansion of potable water and sewer infrastructure by Hunter Water. We also need protection of Council-owned local water utilities and the provision of alternate water and sewer funding models to ensure customers in the Singleton LGA are not financially penalised for living regionally.

## **Our community needs**

- → Protection of Council-owned local water utilities.
- → State and Federal governments to invest in the Lostock to Glennies Creek Dam two-way pipeline Ensuring equitable benefit between the upper and lower Hunter and make information public to assure the public of their water security.
- → Expansion of potable water and sewer infrastructure by Hunter Water particularly in the Branxton, Belford and Hermitage Road areas.
- → Provision of alternate funding models for water and sewer.



22 Singleton Council

## **Environmental + air quality issues** associated with power stations, mines + other extractive industries

Council is calling for a cumulative impact study for the Upper Hunter to determine the impacts of existing and closing power stations and coal mines on biodiversity, surface water, groundwater, Aboriginal and European heritage as well as air quality and visual amenity impacts. This study will set a baseline of impact and opportunity for current and future development in the region, enabling decision making to be strategic and create certainty for a transitioning community.

Combining this study with a particle characterisation study of air pollution in the Upper Hunter as mines close or are placed on care and maintenance will provide our communities with information they need to support the net zero transition.

#### **Our community needs**

- Transparent cumulative impact policy on environmental impacts associated with mining, power stations and other extractive industries that align with local planning outcomes and community expectations
- An urgent independent review of the impact of coal ash (fly ash) and coal ash byproducts on local and regional waterways and catchments, to inform future planning for closed and closing power station sites.
- Research and investigation into reuse potential of mining and power generation waste streams to reduce the environmental and social impacts of long-term storage and rehabilitation of coal reject, tailings and coal ash depositions, dams and stockpiles.
- → Equal treatment for regional areas with metropolitan areas when it comes to air quality funding and mitigation, and improving environmental standards for mining and power stations to reflect world's best practice.
- → Detailed Particle Characterisation Study of the air pollutants in the Upper Hunter Valley.



**Our Ask** 



Service delivery



**Policy change** 



**Legislation** 

23 Singleton Council

## **Electric Vehicle Charging Stations**

Funding and policy change is needed to support a Heavy Vehicle Electric Vehicle Charging Station for the Singleton LGA, and an EV charging network for light and commercial vehicles.

The Singleton LGA is an ideal location for infrastructure needed to support the NSW Government's 2050 net zero transport emissions target including both fuel cell charging and electric vehicle charging infrastructure. Singleton has a unique position to support electric vehicle charging infrastructure on the junction of two major highways—the New England Highway and the Golden Highway—giving our LGA one of the largest number of vehicle movements of any regional area in NSW.

## **Our community needs**

- → Heavy Vehicle Electric Vehicle Charging Station for the Singleton LGA and recognition of heavy vehicles in the NSW Electric Vehicle Strategy.
- → EV charging network for light and commercial vehicles across the Singleton LGA.

**Draft Singleton Advocacy Agenda** 

**Our Ask** 



**Policy change** 



Legislation

24 Singleton Council

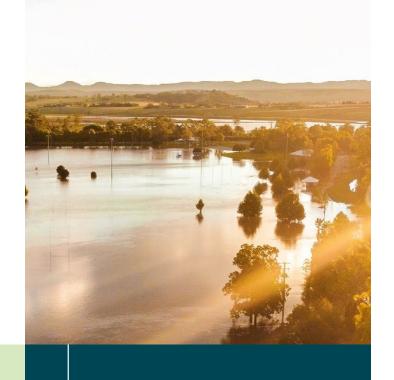
## Streamlined processes to support community preparedness and resilience in disasters

The Singleton Local Emergency Management Plan identifies nine hazards with an Extreme Risk Priority rating within the Singleton LGA. These risks have been compounded by ten declared disasters over the past five years. While local capability and emergency management arrangements have proven sufficient and effective, response and recovery phases have consistently been hindered by resource constraints.

Singleton needs a faster, more effective disaster recovery process, along with stable, ongoing support for preparedness initiatives. Federal and State governments need to prioritise consistent funding for disaster preparedness personnel to ensure our community's resilience remains strong in the face of adversity.

#### **Our community needs**

- → Ongoing funding to support Disaster Risk Reduction (DRR) initiatives and associated personnel, ensuring ongoing support for proactive measures to mitigate risks and enhance community resilience.
- → Funding for ongoing and dedicated emergency management and disaster risk reduction roles within Councils, to comply with requirements set by the NSW Reconstruction Authority.
- → Expansion of recovery resources to address the unique challenges of each disaster event, with emphasis on the importance of 'building back better' and addressing hidden costs for affected communities from these events.
- → More streamlined and timely approvals process during the recovery and rebuilding phases following disasters, drawing attention to the downfalls of the existing Disaster Recovery Funding Arrangements (DRFA) which are drawn out and lengthy, and often results in a significant financial impact for councils across multiple years.



#### **Our Ask**



**Policy change** 



**Funding** 

## Statutory body to drive a whole-of-Hunter approach to economic transition

An appropriately funded and resourced statutory body is desperately required to provide the leadership, strategy, policy, governance and accountability for the future of the Hunter that will ensure the ongoing prosperity of our region not just for local councils and communities, but for state and national economic security.



→ The NSW Government to follow through on creating a statutory body with appropriate legislative powers and resources to provide holistic leadership, strategy, policy, governance and accountability to drive a whole of region approach to economic transition in the Hunter.



#### **Our Ask**



Funding



Policy change



**Legislation** 



Service Delivery

## Planning for economic outputs for the future of mining-related land

Council is supportive of all 13 recommendations made in the 2025 State Development. Parliamentary Inquiry into beneficial and productive post mining land use.

There is currently 92,000ha of mining-related land in the Singleton LGA that does not have a strategic land use planning outcome, making it an economic liability for our community and mining companies. Mining land is a significant industrial lands source, providing over 2,2000ha of viable industrial land for future development, currently unrecognised in the Industrial Lands Action Plan.

### **Our community needs**

- → Funding for the development of a Place Strategy for the Singleton LGA to guide a coordinated approach to land use and economic opportunities for post miningrelated land.
- → Undertake an urgent review of the Industrial Lands Action Plan to incorporate land use for industrial purposes but not zone industrial.
- Local representation embedded within the Future Jobs and Investment Authorities as they work towards planning for a post mining future.
- → Local government to be at the forefront of coordination alongside State and Federal governments when undertaking place planning and long term strategy development for a post mining and net zero future for Singleton
- → Funding for the development of a Net Zero Economic Transition Plan for the future of Singleton and NSW.



#### \$7 million

for the development of a Place Strategy for the Singleton LGA to guide a coordinated approach to land use and economic opportunities for post mining-related land to support our transition to Net Zero.

\$400,000

for the development of a Net Zero Economic Transition Plan for the future of Singleton.



Policy change

## Support for a signature event to enhance the visitor economy and expand Singleton's industry base

Council seeks funding and legislative reform to support a four-year program for a major multi-day event in Singleton, building on the proven success of events like the 2022 Firewalk Festival, which drew over 23,000 attendees.

As part of Singleton's broader economic transition strategy, this initiative aims to double the value of the local visitor economy by 2036, expanding beyond food and wine into events, nature, adventure, sports tourism, culture and heritage.

## **Our community needs**

- → Sustainable funding for a multi-day annual event to increase short-stay visitation and local expenditure.
- → Streamlined event planning processes for events up to 2,000 people.
- → Increased opportunities for independent organisers to host niche or specialist events, strengthening Singleton's reputation as a visitor destination.



### **Our Ask**



**Funding** 

\$600,000

over four years for a multi-day event.



**Policy change** 



**Legislation** 

# Equitable government support for regional infrastructure to unlock development-ready land in Singleton

Council requires access to regional scale funding support or significant risk sharing between developers and Council, to provide access to critical water, sewer and transport infrastructure for development-ready lots in Singleton. This is a critical constraint to Singleton's housing growth.

There are currently more than 5,000 development-ready lots in Singleton, of which more than 2,800 require access to critical infrastructure to realise delivery. For example, Council requires funding support for the Bridgman Road Upgrade project to release 2000+ of these lots.

## **Our community needs**

- → Expansion of eligibility and targeted infrastructure funding programs to support development-ready housing and employment lands in regional areas.
- → Creation of pathways for rural and regional councils to access funding sources such as the Housing Acceleration Fund.



29 Singleton Council

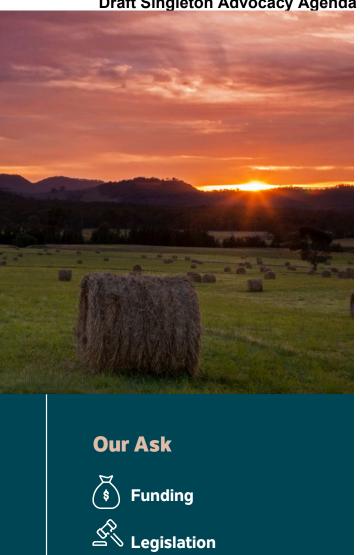
## **Commitment to the agriculture** industry + resilience

Despite neighbouring LGAs meeting the criteria for government assistance through funding and support for drought-declared regions, Singleton largely missed out. A better process for assessing eligibility for drought-declared areas is required to ensure more equitable support and recognition for all primary producers suffering from the affects of drought.

There has been some positive changes relating to harvestable rights, however these are still not appropriate for industry in our local area because the impacts on a landholder's ability to prepare for drought simply isn't viable.

## **Our community needs**

- → Support for the resilience of the agricultural industry.
- → Funding for resilience initiatives to aid rural communities.
- → Restoration of 30% Harvestable Rights limit.



## **Changes to the cost shifting model** imposed by NSW Government

The NSW Government needs to urgently address cost shifting through a combination of regulatory reform, budgetary provision and appropriate funding.

The latest cost shifting report provided by independent consultants Morrison Low on behalf of LGNSW for 2021/2022 shows cost-shifting pressures on councils have reached extraordinary levels, with \$1.36billion in expenses passed to local government and on to ratepayers across NSW.



→ No new, increased or transferred responsibilities be imposed on local government without a sufficient corresponding source of revenue or revenue-raising capacity.



#### **Our Ask**



\$ Funding



**Legislation** 



Policy change

# Ongoing funding of Hunter Joint Organisation

Funding needs to be provided on an ongoing allocation built into legislation to support the work of the Hunter Joint Organisation and other Joint Organisations across NSW.

## Our community needs

→ Annual and ongoing funding to support the work of Joint Organisations.



**Our Ask** 



Funding

## Streamline and align State and Federal grant programs with Local Government planning

A more structured grants program is needed to be able to better forecast suitable projects including essentials like disaster risk reduction, prepare quality funding applications and deliver these projects in accordance with grant guidelines.

A four-uear structured grants program would provide councils with greater certainty and ability to plan for medium-term projects, as well as align with the Integrated Planning and Reporting (IP+R) process to deliver on needs identified by the community. Councils could also undertake more meaningful engagement with their communities about priority projects.

## Our community needs

- → A four-year structured grant funding allocation for economic and social programs and infrastructure that is distributed to each LGA based on an agreed formula and in alignment with the State Government's IP+R framework.
- → Improved grant program management by:
  - Continuing to reduce the number of "competitive" grants programs.
  - Simplifying application processes and milestones for payments.
  - Making it easier for councils to support community groups through more user-friendly program requirements.
  - Better articulation and direction on the issue of not funding "core business".
  - Acknowledgment of capacity issues.
  - Commitment from Office of Local Government (OLG) to enable an easier Special Rate Variation (SRV) process when making a co-contribution to State/Federal grants (as proposed in the Government's own rating review report).

**Draft Singleton Advocacy Agenda** 



#### **Our Ask**



Funding



Policy change

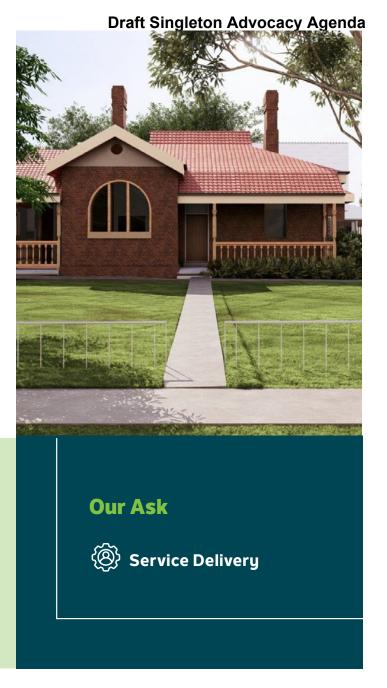
# Appropriate staffing for Police and Justice in Singleton

Singleton needs commitment to increase NSW Police staffing levels to provide a 24-hour manned Singleton Police Station.

The NSW Recorded Crime Statistics for the June Quarter 2024, issued by the NSW Bureau of Crime Statistics and Research, show at least stable if not increasing incidents of domestic violence and assault, non domestic violence and assault, sexual assault, break and enter, malicious damage to property and theft (including steal from motor vehicle, steal from a retail store, and other stealing) in the 12 months to June 2024 when compared to the same period in 2023.

### **Our community needs**

→ Appropriate allocation of staffing to provide a 24-hour manned Police Station in Singleton.







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## **Contents**

- 04 PART I: OUR SINGLETON
- O5 Singleton is built on strong foundations
- 06 Our Singleton Community
- 07 Singleton Snapshot
- 08 PART II: OUR INFRASTRUCTURE ADVOCACY PRIORITIES
- 09 Kelso Street Drainage
- 10 New Depot for Council's Water + Sewer Services
- 11 Bridgman Road Upgrade New England Highway to Glass Parade
- 12 Beyond the Bypass New England Highway
- 13 Singleton Water Security
- 14 Secondary Water Supply for Singleton (Rose Point Park Bores)
- 15 Sewer infrastructure to support development
- 16 Creation of a cycling network linking Singleton with existing and planned networks in the Lower Hunter Region: initial link Hermitage Road to Branxton
- 17 Upgrade infrastructure at Lake St Clair Park to maximise tourism potential
- 18 Impacts of Transition on Local Roads
- 19 Civic Park Master Plan
- 20 Howe Park Amenities
- 21 Civic Centre Precinct Upgrades
- 22 Deliver Bulga-Milbrodale water security
- 23 Jerrys Plains Water Treatment Plant





4 Singleton Council

#### **Attachment 2**



# Singleton is built on strong foundations

Putting the community first is paramount for Singleton Council. This means working to make Singleton a better place for the people who live, work and invest here.

The Singleton Infrastructure Agenda, working alongside the Singleton Advocacy Agenda, plays an important role in setting Council's direction for state and federal government funding support. Through consultation with the community, we have drawn together a platform of key priorities that we believe will ensure the state and federal governments are delivering for Singleton in the ways we need.

The Infrastructure Agenda sets out the support we need to improve existing and develop new infrastructure to achieve our vision of a prosperous, equitable and sustainable Singleton.



5 Singleton Council

DRAFT Infrastructure Advocacy Agenda 2025-2029

## **Our Singleton Community**

Covering 4,893 square kilometres, the Singleton local government area (LGA) is home to a resident population of 25,332 people (ABS, Census 2021).

Our location on the banks of the Hunter River and our proximity to major centres, just 197 kilometres northwest of Sydney and 80 kilometres northwest of Newcastle, makes Singleton an ideal place to call home.

The Singleton economy is a diverse mix of commerce and industry, including agriculture, vineyards, tourism, defence and retail; however, light and heavy industry, power generation and particularly coal mining are the dominant economic drivers.

The LGA boasts a commanding natural environment with 40 percent of its area made up of the world heritage-listed Wollemi, Yengo and Mount Royal National Parks.

Today, Singleton's abundance of natural resources continues to help support the State's economy.

The Singleton LGA and wider Hunter Region are entering a new and exciting era with a growing population, greater economic evolution and expanding global gateways to the rest of the world. With modern conveniences, state-of-the art facilities and infrastructure offered with a country lifestyle, as well as a doorstep to a world-class university, cutting edge hospitals and national sports and cultural events, Singleton continues to expand its status as a leading regional economy with exceptional liveability.



## **Singleton Snapshot**

88

25,332

Population 2024



GRP in 2024

ممم

0.8%

Annual population growth rate 2024



**33.9%**GRP growth over 10 year period



8.3%

of the population is Aboriginal



73.5 kilometres

of pathways in the LGA



83.4

resident life expectancy in years



**78%** 

satisified with the liveability of Singleton





\$1.1B





#### **Top 6 Employing Industries**



36.9% Mining

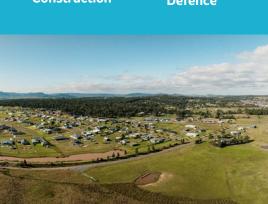
6.8% Construction

**6.6% Administrative + support services** 

**6.3% Public Administration + Defence** 

6.0% Retail Trade

5.5% Health Care + Social Assistance



7 Singleton Council



8 Singleton Council

# Kelso Street Drainage

Funding is needed to address drainage issues in the Kelso Street residential area in Singleton and improve the management of stormwater to reduce flooding during heavy rainfall events. These improvements are necessary to ensure the area is better protected against flooding and to enhance the overall drainage capacity of the local drainage infrastructure network.



→ Improved drainage to reduce the flooding risk in the Kelso Street area, improve the flow of stormwater, and provide long-term, sustainable solutions to ongoing drainage problems that have been impacting residents and property owners in the area for decades.



#### **Our Ask**



Funding: 13 million total

#### \$8 million

Stage 1: This stage will focus on improving the drainage infrastructure to increase the capacity for stormwater to flow safely through the system. This will reduce the risk of localised flooding.

#### \$5 million

Stage 2: This stage aims to further enhance the drainage network improved in stage one. The enhancement will direct excess stormwater towards the river which will ensure that Kelso St is better equipped to handle large volumes of water during severe weather events.

9 Singleton Council

## **New Depot for Council's Water + Sewer Services**

We need reasonable compensation to relocate and rebuild Council's water and sewer depot which was lost as part of the TFNSW land acquisition process to make way for the Singleton Bypass.

The former Waterworks Lane Depot had been in operation since the early 1900s, housing most of Council's water and sewer network maintenance team along with all associated activities including offices, amenities, storage sheds and stockpile sites.

The facility met the needs of both staff and our growing community, which without the Bypass project would have continued to operate as the headquarters for Council's water and sewer teams responding to around-the-clock issues including main breaks and sewer overflows.

Council has not been provided fair and just compensation, resulting in a significant risk for Council's ability to provide water and sewer services for our growing community, along with increased water and sewer bills for our community. Our community should not be paying for a replacement depot as a result of the Singleton Bypass.

## **Our community needs**

- → To replace Council's Water and Sewer Depot to ensure uninterrupted essential water and sewer services for our community.
- → A purpose-built site, purpose built to meet modern standards, regulations and requirements to better deliver services to the community.
- → The potential to transform into an emergency management headquarters and provide emergency accommodation during disaster events.



**Our Ask** 



\$ Funding

\$20 million

Funding for a new depot for Council's Water + Sewer Services.

10 Singleton Council

## **Bridgman Road Upgrade - New England Highway to Glass Parade**

Funding is needed to upgrade the intersection of the New England Highway and Bridgman Road to support future developments and unlock housing within the Singleton LGA, to accommodate residential growth and better manage peak workers movements in the area.

Council has undertaken comprehensive traffic modelling to assess the cumulative impacts of multiple proposed residential developments. This modelling has identified the potential strain on existing infrastructure and the road network and the need to upgrade the New England Highway and Bridgman Road intersection to facilitate and support future developments. Upgrading the New England Highway and Bridgman Road intersection will open up over 2,800 development-ready lots.

## **Our community needs**

- → Upgrade of key infrastructure and road networks to meet the requirements of residential growth before existing infrastructure is compromised.
- → To unlock residential land development to augment housing supplies.
- → A safe, reliable and efficient road network.



#### **Our Ask**



Funding: \$26 million total

## \$15 million

Stage 1: New England Hwy Intersection to Blaxland Avenue

## \$5 million

Stage 2: Blaxland Avenue to **Gardner Circuit** 

## \$6 million

Stage 3: Gardner Circuit to Glass Parade

11 Singleton Council

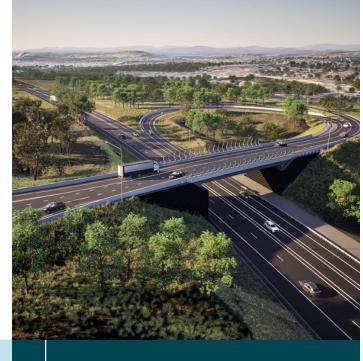
# **Beyond the Bypass—New England Highway**

We need funding to undertake works to improve the safety and functionality of the current New England Highway following completion of the Singleton Bypass.

To attract new businesses, residents and visitors we need to provide an enhanced vibrant local economy and extension of the Singleton Town Centre with safe and functional streets, and community spaces.

#### **Our community needs**

- → Well-planned and improved streetscapes, upgraded footpaths, signage and street furniture to transform the overall functionality of this area.
- → Support of local businesses to enhance a vibrant local economy.
- → Modernisation and economic diversification of Singleton town centre as a destination of choice.



**Our Ask** 



\$20 million

\*Estimated based on similar projects

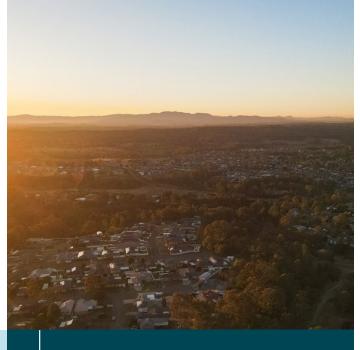
12 Singleton Council

# **Singleton Water Security**

Funding is needed for the design and construction of a new five megalitre treated water reservoir to service the growing residential area of Hunterview. The proposed reservoir, east of the rail corridor, will provide increased water security and reliability in the event of an issue with the existing transfer main.

# Our community needs

- → The construction of a new five megalitre treated water reservoir to improve water security through an increased capacity of the Singleton Water Supply Network.
- → Improved ability for Council to respond to network outages and reduce the criticality of existing infrastructure.



**Our Ask** 



Funding

\$13 million

13 Singleton Council

# **Secondary Water Supply for Singleton**

(Rose Point Park Bores)

Funding is needed for a bore at Rose Point Park which would provide a secondary water source to supplement the water supply for Singleton, Mount Thorley and Broke during times of drought. The increased water supply from the additional bore will allow for additional residential housing in Singleton, supporting better access to affordable housing in the area.

The bore will take groundwater from Rose Point Park and mix it with the existing water supplied from Glennies Creek Dam.

#### **Our community needs**

- → A secondary water supply which will assist Council to meet the unrestricted dry year demands after 2032.
- → To be able to ensure water security for Singleton, Mount Thorley and Broke during times of drought by providing a secondary water source.



**Our Ask** 



\$ Funding

\$7 million

14 Singleton Council

# Sewer infrastructure to support development

Funding is needed to provide an appropriate sewerage system that will support the future planned growth in housing in Singleton and support better access to affordable housing in the area.

With more than 2,800 new residential lots earmarked for Singleton, the area currently served by the Dunolly Sewer Pump Station Catchment will require upgrade.

# Our community needs

- → A new sewer pump station, rising main, gravity sewer and wet weather storage at Dunolly Sewer Pump Station.
- → Delivery of this infrastructure would contribute to the development and availability of housing supply in the Singleton area and reduce the cost of new housing through the provision of adequate essential infrastructure.



**Our Ask** 



(\$) Funding

\$19 million

15 Singleton Council

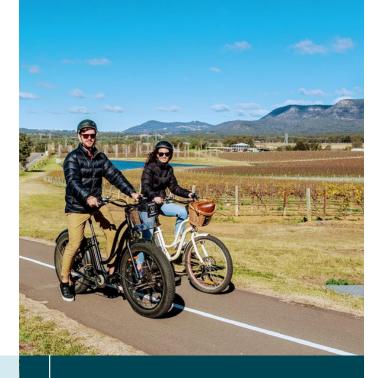
# Creation of a cycling network linking Singleton with existing and planned networks in the **Lower Hunter Region: initial link Hermitage Road to Branxton**

Funding is needed for the Hermitage Road to Branxton Cycleway project, for connecting communities, providing growth opportunity for the Branxton economy and encouraging active transport. The project aims to provide a cycle link between the northern end of Hermitage Road and Branxton, laying the groundwork for further developments to link the Hunter Valley with other popular cycling routes and generate further tourism potential.

The popularity of cycling trails in Singleton and the Lower Hunter highlights the opportunity to link the cycling network in Singleton with other parts of the region.

# **Our community needs**

- → Initial funding for the construction of a section of cycleway from Hermitage Road to the Old New England Highway, continuing for approximately three kilometres.
- → Additional funding for a new section of cycleway from the end of the Old New England Highway, under the Hunter Expressway bridge that passes over Black Creek and connecting to the New England Highway and leading to Branxton.
- → Investment in a cycling network would increase visitation further and lead to greater visitor expenditure across Singleton and Lower Hunter region.
- → Connecting communities, delivering opportunities for the Branxton economy and encouraging active transport, the project would lay the groundwork for further developments to link the Hunter Valley with other popular cycling routes and generate further tourism potential.



#### **Our Ask**



\$ Funding

\$12 million

16 Singleton Council

# Upgrade infrastructure at Lake St Clair Park to maximise tourism potential

Funding is needed to complete infrastructure improvements to enhance the amenity for visitors to Lake St Clair Park, consistent with the Lake St Clair Plan of Management.

The improvements would support increased visitor numbers and build on actions in the Hunter Valley Destination Marketing Plan to position Lake St Clair park as a leading nature tourism experience in the Hunter Valley.

# **Our community needs**

- → Infrastructure improvements and consideration of requirements for access to and storage of potable water to accommodate greater visitor and camper capacity while complimenting the natural environment.
- → To build on Singleton's growing status as a destination for nature experiences with a particular focus on Lake St Clair Park as a catalyst for economic growth and job creation.



**Our Ask** 



Funding

\$5 million

# **Impacts of Transition on Local Roads**

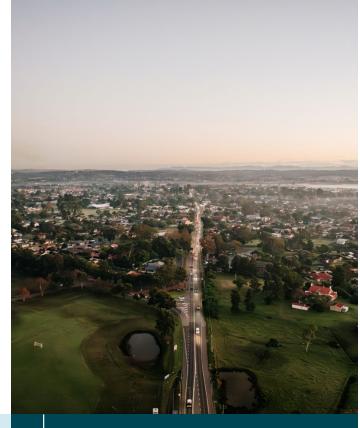
We need funding for Singleton's road network which is significantly impacted by the high volume of traffic associated with mining-related operations in the LGA and surrounding areas.

Current peak worker movements are placing considerable strain on local roads and leading to wear and tear damage, congestion and safety concerns for our community. It is important to minimise the current impacts of mining on road infrastructure and upgrade the road network to support the future diversification of the local industry and economy in Singleton.

Council is faced with a gap in funding opportunities to upgrade roads directly impacted by mining since the completion of the NSW Government's Resources for Regions (R4R) funding.

# **Our community needs**

→ Necessary maintenance and improvements are required to the local road network in order to minimise the current impacts of mining on road infrastructure and upgrade the road network to support the future diversification of the local industry and economy in Singleton.



**Our Ask** 



(\$) Funding

\$20 million

18 Singleton Council

# **Civic Park Master Plan**

We need funding to undertake key infrastructure improvements to enhance Civic Park's usability for current and future users. The Civic Park Master Plan and Sports Pavilion Concept Design includes a fully accessible all-inclusive facility that is a more user-friendly space for organised sport, recreation and community activities.

# **Our community needs**

→ A fully accessible, all-inclusive and female friendly facility that is a more user-friendly space for organised sport, recreation and community activities. This includes upgrading and realigning sporting fields with new lighting for touch football, a new amenities block, realigning vehicular access and adding more parking, creating shared pathways for better connectivity, and implementing accessibility upgrades.



**Our Ask** 

\$ Funding

\$6.5 million

19 Singleton Council

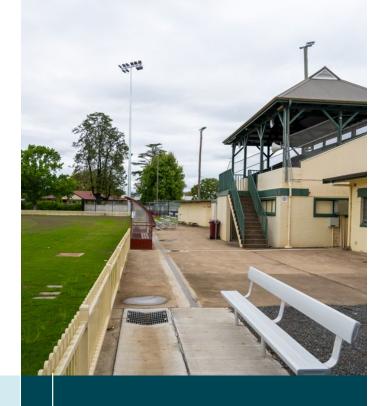
### **Howe Park Amenities**

Funding is needed for a substantial upgrade to the amenities at Howe Park in order to be a fully-accessible, all-inclusive and female friendly facility, and meet the standards necessary to maintain current competitions and attract further sporting events to the area.

Howe Park Oval is an important community facility and a significant site in Singleton's sporting history, with cricket matches played at the site since the early 1900s. Today, it serves as Singleton's premier soccer and cricket venue, and with improvements can attract regional sporting events and bring economic benefit.

# Our community needs

→ To build on Howe Park's status as a premier venue for cricket and football with a standard of amenities in line with expectations for high-level competition to support local sports teams and attract sporting events to Singleton.



**Our Ask** 



**Funding** 

\$5 million

20 Singleton Council



#### **Our Ask**



\$7 million

# **Civic Centre Precinct Upgrades**

We need funding for significant accessibility upgrades to the Civic Centre Precinct to enhance the overall accessibility, amenity of the precinct and better meet the needs of the community, Council staff and visitors. The Singleton Council Civic Precinct serves as the central hub for local government operations, housing both the Singleton Council Administration Building and Singleton Civic Centre. As the primary location for civic functions and public services, the precinct plays a vital role in the community.

# **Our community needs**

- → A more welcoming, functional and accessible spaces for all residents, visitors, and staff to effectively support the growing needs of the Singleton community.
- → To enhance and maintain the sustainable operations of the Singleton Civic Centre as an events venue by attracting more high-level events and productions.

21 Singleton Council

# **Deliver Bulga-Milbrodale water security**

We need funding to undertake the Bulga-Milbrodale Water Supply Project which will provide safe and reliable water connection to Milbrodale Public School and 180 properties across the communities of Bulga and Milbrodale.

This project will also support the local economy, particularly the regionally significant vineyards and wine tourism businesses in the Broke-Fordwich Wine Region, which have a combined estimated output of at least \$14million per year.

# **Our community needs**

- → Water security for the Bulga-Milbrodale community by reducing reliance on rainwater and ensuring supply especially during drought periods. In addition to benefiting residents and businesses, an important component of the project is the provision of potable water supply to Milbrodale Public School, which serves students from Bulga, Milbrodale and Howes Valley.
- → Support for the NSW Rural Fire Service in accessing reliable water supply for firefighting in the Bulga and Putty regions.
- → Access to reliable potable water for Broke-Fordwich Wine Region hoteliers and vignerons. The economic benefits of this is estimated to provide a 6% increase in economic output and 10% increase in property values.



**Our Ask** 



Funding

\$26 million

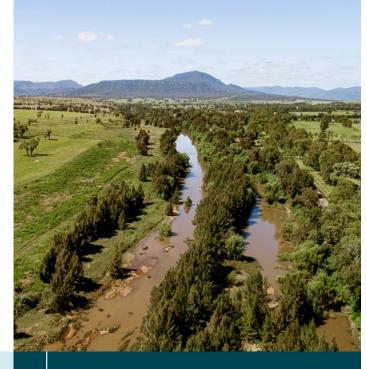
# **Jerrys Plains Water Treatment Plant**

Funding is needed for a water treatment plant to provide a secure source of safe drinking water to the community of Jerrys Plains, including Jerrys Plains Public School and residential properties.

The current water supply is per an agreement with AGL but there is no formal agreement in place to solidify commitment for the future. The development of a new water treatment plant will ensure Jerrys Plains will maintain the current water supply from the Hunter River by reallocating Singleton Council's existing Water Access Licence to a new river intake located in Jerrys Plains.

### **Our community needs**

- → A commitment to maintain the current provision of water supplied by the Bayswater Power Station Water Treatment Plant after its closure by installation of a new river intake and pump system, delivery of mains to a new Water Treatment Plant and a further pump system to deliver flows to Jerrys Plains Reservoir, which was reconstructed in 2019.
- > To address a known water turbidity and hardness issue through the use of an ion exchange unit to ensure the water is palatable.
- → To potentially serve both residential and agricultural properties within Jerrys Plains and support future growth within the village.



**Our Ask** 



\$ Funding

\$10 million

23 Singleton Council

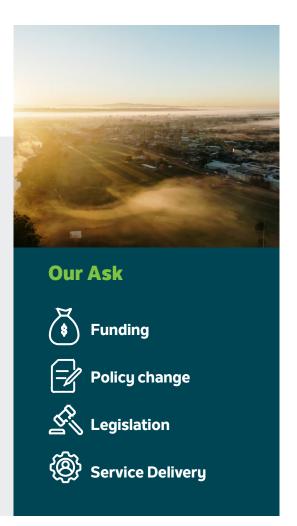
# Provision of diverse and affordable housing and crisis accommodation

In 2023 only 4% of sold dwellings and 35% of rentals in Singleton were considered affordable, hindering the ability of many to secure stable housing and achieve accommodation security and financial independence.

Singleton's Housing Strategy 2021-2041 highlights other significant gaps, particularly around choice of housing types and sizes, and limited short-term and temporary accommodation options for seniors, boarding houses, group homes and multi dwelling housing, and workers.

Singleton needs accessible, safe, secure housing to accommodate those experiencing hardship or crisis and options to support our growing industry base.

We also need government commitment to review taxation policy to make housing more affordable for people in our community.



### **Our community needs**

- → Commitment to develop short-term crisis accommodation options in the Singleton LGA
- → Expanded eligibility and targeted infrastructure funding programs to unlock residential land development.
- → A committed agency to facilitate partnerships with a range of stakeholders to provide targeted housing and rural workers accommodation to meet the needs of our growing industry base alongside a range of demographics, socio-economic circumstances and stage of life.
- → Commitment to review taxation policy to make housing more affordable for people in our community.

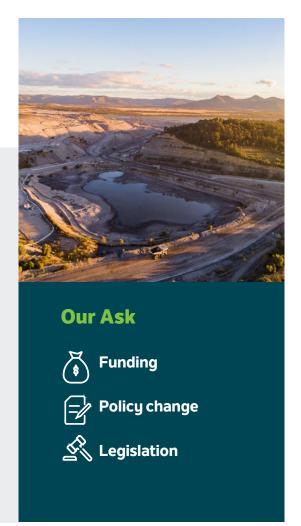


# Long-term funding program to support mining communities

Singleton is impacted every day by mining and mining associated activities.

As one of the biggest contributors of mining royalties, Singleton and communities like ours are at the forefront of both the advantages and challenges of the day-to-day realities of living with heavy industries, including impacts on local infrastructure, health and wellbeing, and the built and natural environment.

Singleton needs the return of a guaranteed and proportionate amount of the mining contribution. This will provide certainty for mining communities to plan for and deliver infrastructure projects and local community programs.



# **Our community needs**

→ A return of a guaranteed proportionate amount of mining royalties paid from the Singleton local government area to the NSW Government annually, to provide for local infrastructure, community and social initiatives, planning outcomes and environmental amenity at a local level.



# Ongoing commitment to and expansion of vocational education

Singleton needs diversified educational opportunities to support emerging industries like renewable energy, advanced manufacturing and tourism.

Relevant governments must ensure education and training places meet current and future workforce needs and are available locally to enable residents to learn, work, and grow their careers in Singleton.



# **Our community needs**

- → Funding and support to establish a Singleton Regional University Study Hub (RUSH), ensuring equitable access to higher education and vocational training.
- → Increased resourcing, staffing and coordination across vocational training providers, local schools, and community programs.
- → Attraction and retention of technical trainers to expand course offerings at Singleton TAFE, including trade and adult learning programs.
- → Ongoing funding for Council's employment and skills program to align jobseekers with industry demand.



# Improvement of health services in Singleton

Singleton Hospital requires much needed upgrades to maintain and expand health services in order to meet growing demands and be a first-class district hospital.

Access to health services and support is a top community priority as highlighted in the Create Singleton 2035 Community Strategic Plan. The availability of localised mental health services for children and young people is also a priority to serve our large regional population and this level of service is unavailable with current resourcing.



# **Our community needs**

#### → Proposal for a New State-of-the-Art Hospital Facility

 A modern, purpose-built hospital is a top priority to address longstanding infrastructure limitations at the current facility. A new build will allow for upgraded medical and surgical wards, Emergency Department and significantly improve operational efficiency.

#### → New Accommodation for Students and Staff

• The provision of safe, functional, and accessible accommodation will enhance workforce stability, support clinical placements, and attract future healthcare professionals to the region.

#### → Infrastructure Improvements for the Community Health Team

- Expansion of the current facility is needed to accommodate the following:
  - o An additional treatment room
  - A dedicated counselling/interview room
  - o Purpose-built space for paediatric occupational therapy assessments
  - These enhancements will improve service delivery, ensure privacy, and appropriate settings for specialised care.

#### **→** Development of Specialist Outpatient Clinics

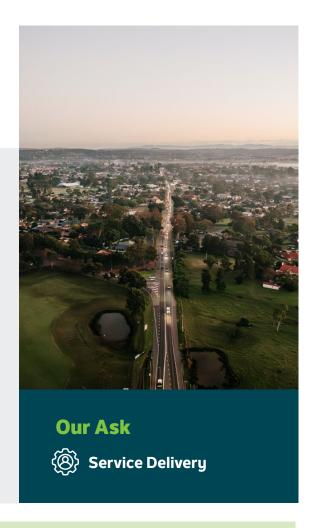
 The establishment of new outpatient clinics, including Geriatrics, Orthopaedics, and Gynaecology, will reduce the need for patients to travel outside the region for essential specialist care, increasing access and continuity of service locally.



# Commitment to connectivity + telecommunications

Singleton needs reliable telecommunications connection to support public safety, day-to-day business, social contact and access to essential services such as emergency, health and education. Regional telecommunications across the Singleton LGA is currently unreliable, most notably in our villages and rural areas.

Singleton is a growth LGA, as such community expectations for safe and reliable access to telecommunication is critical to support growth and to diversify the economy.



# **Our community needs**

- → Equitable provision of telecommunication infrastructure and services to regional areas to the standard of urban areas.
- → Improved mobile service levels across the Singleton LGA, including growth areas (such as Branxton), along with other rural villages and outer areas.

SINGLETON

# Funding and support to rebuild and enhance vital infrastructure impacted by the Singleton Bypass

Singleton needs reasonable compensation for the relocation and rebuild of Council's Water and Sewer Depot that was impacted by the TfNSW land acquisition for the Singleton Bypass. Funding is also required to upgrade George Street and the Town Centre area, enhancing Singleton's liveability and appeal to residents, visitors and businesses.

Construction of the Singleton Bypass is welcomed for the benefits it will bring to our community however there are inevitable impacts that present both challenges and opportunities requiring further attention and investment.



#### **Our Ask**



#### **Funding**

to enhance the vibrancy and appeal of Singleton's town centre as a destination

#### \$20 million

in reasonable compensation to relocate and rebuild Council's water and sewer depot.

#### \$20 million

for the transfer of responsibility and opportunities to enhance George Street

# **Our community needs**

- → Funding to replace Council's Water and Sewer Depot. Since being acquired for the Singleton Bypass there has been no reasonable compensation for the provision of the basic essential service. We support the Bypass but not at the expense of the Singleton community.
- → Funding and assistance for the equitable transfer of responsibility for sections of the New England Highway and opportunities to enhance George Street as a community space.
- → Funding and assistance to enhance the vibrancy and appeal of Singleton's town centre to make it a destination that attracts visitors after completion of the Bypass.

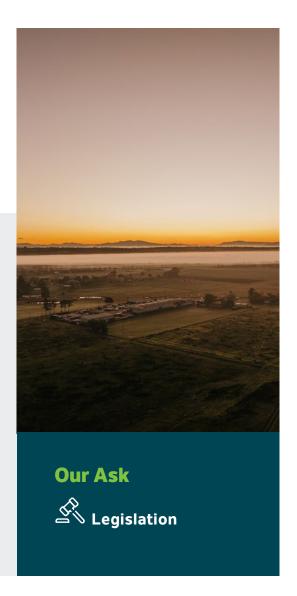
SINGLETON COUNCIL

# Review of the standard instrument Local Environmental Plan (LEP) for rural landholders

Policy must be developed to support higher order uses, including housing, where rural land is zoned and below the minimum lot size for viable agricultural activities.

Supporting criteria based approaches to dwelling entitlement is a necessary and urgent action to contribute to resolving the housing crisis in rural and regional NSW.

As the Plan that sets out standards and permissions that apply to land use and development within a local government area, the introduction of a standard instrument LEP has created undue stress for new property owners who are facing a lack of flexibility to build dwellings where it is difficult to determine existing property entitlements.



# **Our community needs**

→ State Government to review the LEP to provide certainty and flexibility.



# Increase public transport options to enhance connectivity and ease of movement between Singleton and the Lower Hunter

Singleton needs significant improvement in public transport services to ensure existing and future residents have improved accessibility to regular and reliable public transport choices. This is a critical liveability issue for our community and an enabler for diversifying our economy, particularly as we plan for postmining. Singleton resident's access to Maitland, Newcastle and Sydney is largely hampered by the lack of public transport services at convenient times.

Greater public transport links would also enhance and promote regional tourism by encouraging day or short-stay trips by visitors.



### **Our community needs**

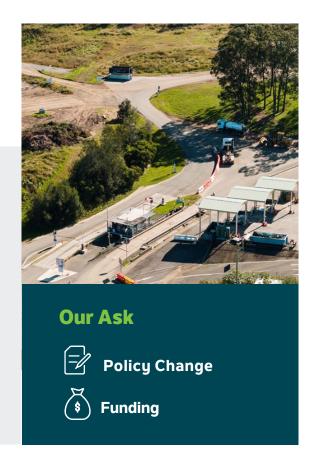
- → A permanently increased and reliable level of passenger train services between Singleton, Maitland, Newcastle and Sydney.
- → An express bus service between Singleton and important services in the Lower Hunter including the new Maitland Hospital and the University of Newcastle.
- → Reviewed and improved level of public transport services within and connecting to Singleton Town Centre.

SINGLETON

# Leadership on waste and recycling issues

Urgent leadership and investment by the Federal and NSW governments is required to secure solutions to waste minimisation and waste recovery to support a viable circular economy.

The uncertain future of the waste and recycling industries in Australia due to the ongoing impacts of foreign policies is a significant concern.



# **Our community needs**

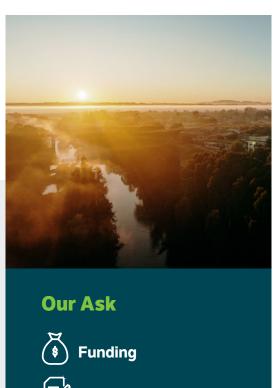
- → Viable and strategic solutions to waste minimisation and waste recovery developed.
- → 100% of the waste levy to be invested into Council-led community waste minimisation and recycling programs to reduce waste to landfill.
- → Federal and State Government to consider policy to guide usage of packaging and materials used.

SINGLETON

# **Upper Hunter water** security planning, works + protection of water utility status

To ensure water security in the Singleton LGA and the Upper Hunter, we need the State and Federal governments to invest in building the Lostock to Glennies Creek Dam twoway pipeline.

Additionally, to facilitate growth we need expansion of potable water and sewer infrastructure by Hunter Water. We also need protection of Councilowned local water utilities and the provision of alternate water and sewer funding models to ensure customers in the Singleton LGA are not financially penalised for living regionally.





Policy change



Legislation

### **Our community needs**

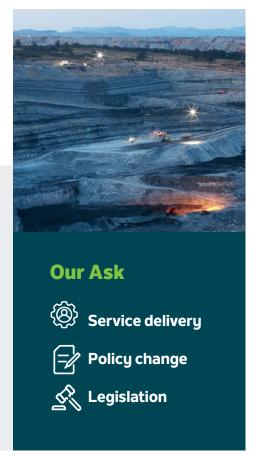
- → Protection of Council-owned local water utilities.
- → State and Federal governments to invest in the Lostock to Glennies Creek Dam two-way pipeline ensuring equitable benefit between the upper and lower Hunter and make information public to assure the public of their water security.
- → Expansion of potable water and sewer infrastructure by Hunter Water particularly in the Branxton, Belford and Hermitage Road areas.
- → Provision of alternate funding models for water and sewer.

SINGLETON

# Environmental + air quality issues associated with Power Stations, Mines + other extractive industries

Council is calling for a cumulative impact study for the Upper Hunter to determine the impacts of existing and closing power stations and coal mines on biodiversity, surface water, groundwater, Aboriginal and European heritage as well as air quality and visual amenity impacts. This study will set a baseline of impact and opportunity for current and future development in the region, enabling decision making to be strategic and create certainty for a transitioning community.

Combining this study with a particle characterisation study of air pollution in the Upper Hunter as mines close or are placed on care and maintenance will provide our communities with information they need to support the net zero transition.



### **Our community needs**

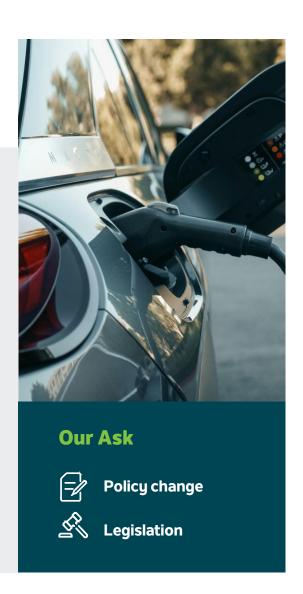
- → Transparent cumulative impact policy on environmental impacts associated with mining, power stations and other extractive industries that align with local planning outcomes and community expectations
- → An urgent independent review of the impact of coal ash (fly ash) and coal ash byproducts on local and regional waterways and catchments, to inform future planning for closed and closing power station sites.
- → Research and investigation into reuse potential of mining and power generation waste streams to reduce the environmental and social impacts of long-term storage and rehabilitation of coal reject, tailings and coal ash depositions, dams and stockpiles.
- → Equal treatment for regional areas with metropolitan areas when it comes to air quality funding and mitigation, and improving environmental standards for mining and power stations to reflect world's best practice.
- → Detailed Particle Characterisation Study of the air pollutants in the Upper Hunter Valley.

SINGLETON

# Electric Vehicle Charging Stations

Funding and policy change is needed to support a Heavy Vehicle Electric Vehicle Charging Station for the Singleton LGA, and an EV charging network for light and commercial vehicles.

The Singleton LGA is an ideal location for infrastructure needed to support the NSW Government's 2050 net zero transport emissions target including both fuel cell charging and electric vehicle charging infrastructure. Singleton has a unique position to support electric vehicle charging infrastructure on the junction of two major highways—the New England Highway and the Golden Highway—giving our LGA one of the largest number of vehicle movements of any regional area in NSW.



### **Our community needs**

- → Heavy Vehicle Electric Vehicle Charging Station for the Singleton LGA and recognition of heavy vehicles in the NSW Electric Vehicle Strategy.
- → EV charging network for light and commercial vehicles across the Singleton LGA.



# Streamlined processes to support community preparedness and resilience in disasters

The Singleton Local Emergency Management Plan identifies nine hazards with an Extreme Risk Priority rating within the Singleton LGA. These risks have been compounded by ten declared disasters over the past five years. While local capability and emergency management arrangements have proven sufficient and effective, response and recovery phases have consistently been hindered by resource constraints.

Singleton needs a faster, more effective disaster recovery process, along with stable, ongoing support for preparedness initiatives. Federal and State governments need to prioritise consistent funding for disaster preparedness personnel to ensure our community's resilience remains strong in the face of adversity.



### Our community needs

- → Ongoing funding to support Disaster Risk Reduction (DRR) initiatives and associated personnel, ensuring ongoing support for proactive measures to mitigate risks and enhance community resilience.
- → Funding for ongoing and dedicated emergency management and disaster risk reduction roles within Councils, to comply with requirements set by the NSW Reconstruction Authority.
- → Expansion of recovery resources to address the unique challenges of each disaster event, with emphasis on the importance of 'building back better' and addressing hidden costs for affected communities from these events.
- → More streamlined and timely approvals process during the recovery and rebuilding phases following disasters, drawing attention to the downfalls of the existing Disaster Recovery Funding Arrangements (DRFA) which are drawn out and lengthy, and often results in a significant financial impact for councils across multiple years.



# **Statutory body** to drive a whole-of-Hunter approach to economic transition

An appropriately funded and resourced statutory body is desperately required to provide the leadership, strategy, policy, governance and accountability for the future of the Hunter that will ensure the ongoing prosperity of our region not just for local councils and communities, but for state and national economic securitu.



#### **Our Ask**



Funding



Policy change



**Legislation** 



**Service Delivery** 

# **Our community needs**

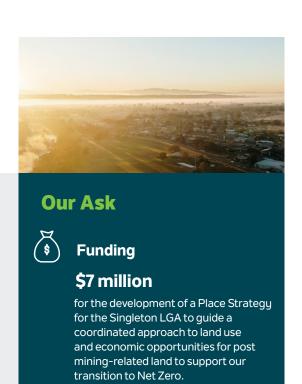
→ The NSW Government to follow through on creating a statutory body with appropriate legislative powers and resources to provide holistic leadership, strategy, policy, governance and accountability to drive a whole of region approach to economic transition in the Hunter.



# Planning for economic outputs for the future of mining-related land

Council is supportive of all 13 recommendations made in the 2025 State Development Parliamentary Inquiry into beneficial and productive post mining land use.

There is currently 92,000ha of mining-related land in the Singleton LGA that does not have a strategic land use planning outcome, making it an economic liability for our community and mining companies. Mining land is a significant industrial lands source, providing over 2,2000ha of viable industrial land for future development, currently unrecognised in the Industrial Lands Action Plan.



\$400,000

for the development of a Net Zero Economic Transition Plan for the future of Singleton.



**Policy change** 

# **Our community needs**

- → Funding for the development of a Place Strategy for the Singleton LGA to guide a coordinated approach to land use and economic opportunities for post mining-related land.
- → Undertake an urgent review of the Industrial Lands Action Plan to incorporate land use for industrial purposes but not zone industrial.
- → Local representation embedded within the Future Jobs and Investment Authorities as they work towards planning for a post mining future.
- → Local government to be at the forefront of coordination alongside State and Federal governments when undertaking place planning and long term strategy development for a post mining and net zero future for Singleton
- → Funding for the development of a Net Zero Economic Transition Plan for the future of Singleton and NSW.



# Support for a signature event to enhance the visitor economy and expand Singleton's industry base

Council seeks funding and legislative reform to support a four-year program for a major multi-day event in Singleton, building on the proven success of events like the 2022 Firewalk Festival, which drew over 23.000 attendees.

As part of Singleton's broader economic transition strategy, this initiative aims to double the value of the local visitor economy by 2036, expanding beyond food and wine into events, nature, adventure, sports tourism, culture and heritage.



#### **Our Ask**



\$ Funding

\$600,000

over four years for a multi-day



**Policy change** 



**A** Legislation

# **Our community needs**

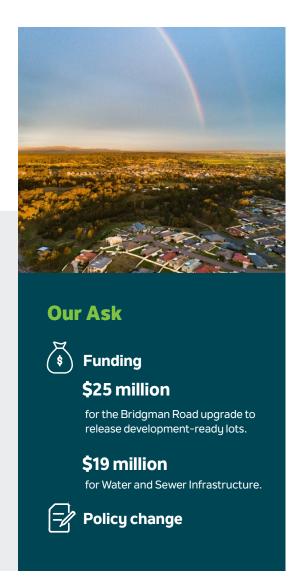
- → Sustainable funding for a multi-day annual event to increase short-stay visitation and local expenditure.
- → Streamlined event planning processes for events up to 2,000 people.
- → Increased opportunities for independent organisers to host niche or specialist events, strengthening Singleton's reputation as a visitor destination.

SINGLETON

# Equitable government support for regional infrastructure to unlock development-ready land in Singleton

Council requires access to regional scale funding support or significant risk sharing between developers and Council, to provide access to critical water, sewer and transport infrastructure for development-ready lots in Singleton. This is a critical constraint to Singleton's housing growth.

There are currently more than 5,000 development-ready lots in Singleton, of which more than 2,800 require access to critical infrastructure to realise delivery. For example, Council requires funding support for the Bridgman Road Upgrade project to release 2000+ of these lots.



### **Our community needs**

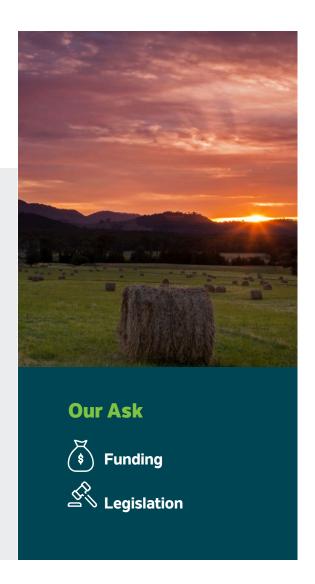
- → Expansion of eligibility and targeted infrastructure funding programs to support development-ready housing and employment lands in regional areas.
- → Creation of pathways for rural and regional councils to access funding sources such as the Housing Acceleration Fund.



# Commitment to the agriculture industry + resilience

Despite neighbouring LGAs meeting the criteria for government assistance through funding and support for drought-declared regions, Singleton largely missed out. A better process for assessing eligibility for drought-declared areas is required to ensure more equitable support and recognition for all primary producers suffering from the affects of drought.

There has been some positive changes relating to harvestable rights, however these are still not appropriate for industry in our local area because the impacts on a landholder's ability to prepare for drought simply isn't viable.



### **Our community needs**

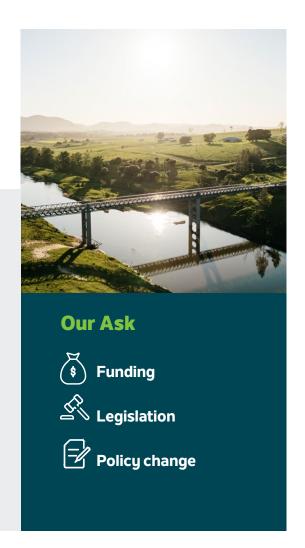
- → Support for the resilience of the agricultural industry.
- → Funding for resilience initiatives to aid rural communities.
- → Restoration of 30% Harvestable Rights limit.

SINGLETON

# Changes to the cost shifting model imposed by NSW Government

The NSW Government needs to urgently address cost shifting through a combination of regulatory reform, budgetary provision and appropriate funding.

The latest cost shifting report provided by independent consultants Morrison Low on behalf of LGNSW for 2021/2022 shows cost-shifting pressures on councils have reached extraordinary levels, with \$1.36billion in expenses passed to local government and on to ratepayers across NSW.



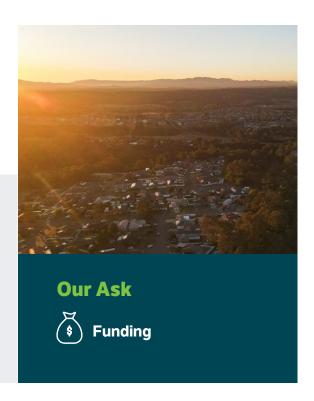
# **Our community needs**

→ No new, increased or transferred responsibilities be imposed on local government without a sufficient corresponding source of revenue or revenue-raising capacity.

SINGLETON

# Ongoing funding of Hunter Joint Organisation

Funding needs to be provided on an ongoing allocation built into legislation to support the work of the Hunter Joint Organisation along with other Joint Organisations across NSW.



# **Our community needs**

→ Annual and ongoing funding to support the work of Joint Organisations.



# Streamline and align State and Federal grant programs with Local **Government planning**

A more structured grants program is needed to be able to better forecast suitable projects including essentials like disaster risk reduction, prepare quality funding applications and deliver these projects in accordance with grant guidelines.

A four-year structured grants program would provide councils with greater certainty and ability to plan for medium-term projects, as well as align with the Integrated Planning and Reporting (IP+R) process to deliver on needs identified by the community. Councils could also undertake more meaningful engagement with their communities about priority projects.



#### **Our Ask**



**Funding** 



Policy change

#### **Our community needs**

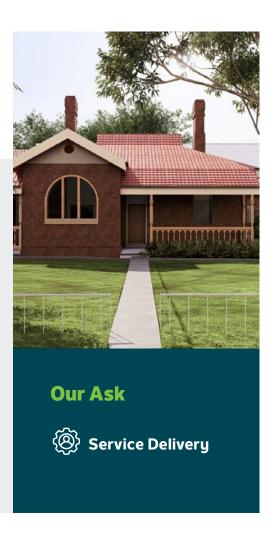
- → A four-year structured grant funding allocation for economic and social programs and infrastructure that is distributed to each LGA based on an agreed formula and in alignment with the State Government's IP+R framework.
- → Improved grant program management by:
  - Continuing to reduce the number of "competitive" grants programs.
  - · Simplifying application processes and milestones for payments.
  - · Making it easier for councils to support community groups through more userfriendly program requirements.
  - Better articulation and direction on the issue of not funding "core business".
  - · Acknowledgment of capacity issues.
  - Commitment from Office of Local Government (OLG) to enable an easier Special Rate Variation (SRV) process when making a co-contribution to State/Federal grants (as proposed in the Government's own rating review report).

SINGLETON

# Appropriate staffing for Police and Justice in Singleton

Singleton needs commitment to increase NSW Police staffing levels to provide a 24-hour manned Singleton Police Station.

The NSW Recorded Crime Statistics for the June Quarter 2024, issued by the NSW Bureau of Crime Statistics and Research, show at least stable if not increasing incidents of domestic violence and assault, non domestic violence and assault, sexual assault, break and enter, malicious damage to property and theft (including steal from motor vehicle, steal from a retail store, and other stealing) in the 12 months to June 2024 when compared to the same period in 2023.



# Our community needs

→ Appropriate allocation of staffing to provide a 24-hour manned Police Station in Singleton.

SINGLETON

# Kelso Street Drainage

Funding is needed to address drainage issues in the Kelso Street residential area in Singleton and improve the management of stormwater to reduce flooding during heavy rainfall events. These improvements are necessary to ensure the area is better protected against flooding and to enhance the overall drainage capacity of the local drainage infrastructure network.



#### **Our Ask**



Funding: \$13 million total

#### \$8 million

**Stage 1:** This stage will focus on improving the drainage infrastructure to increase the capacity for stormwater to flow safely through the system. This will reduce the risk of localised flooding.

#### \$5 million

**Stage 2:** This stage aims to further enhance the drainage network improved in stage one. The enhancement will direct excess stormwater towards the river which will ensure that Kelso St is better equipped to handle large volumes of water during severe weather events.

# **Our community needs**

→ Improved drainage to reduce the flooding risk in the Kelso Street area, improve the flow of stormwater, and provide long-term, sustainable solutions to ongoing drainage problems that have been impacting residents and property owners in the area for decades.

Infrastructure Agenda 2025 / 2029



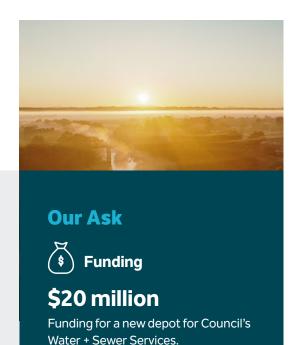
# New Depot for Council's Water + Sewer Services

We need reasonable compensation to relocate and rebuild Council's water and sewer depot which was lost as part of the TFNSW land acquisition process to make way for the Singleton Bypass.

The former Waterworks Lane Depot had been in operation since the early 1900s, housing most of Council's water and sewer network maintenance team along with all associated activities including offices, amenities, storage sheds and stockpile sites.

The facility met the needs of both staff and our growing community, which without the Bypass project would have continued to operate as the headquarters for Council's water and sewer teams responding to around-the-clock issues including main breaks and sewer overflows.

Council has not been provided fair and just compensation, resulting in a significant risk for Council's ability to provide water and sewer services for our growing community, along with increased water and sewer bills for our community. Our community should not be paying for a replacement depot as a result of the Singleton Bypass.



#### **Our community needs**

- → To replace Council's Water and Sewer Depot to ensure uninterrupted essential water and sewer services for our community.
- → A purpose-built site, purpose built to meet modern standards, regulations and requirements to better deliver services to the communitu.
- → The potential to transform into an emergency management headquarters and provide emergency accommodation during disaster events.



# Bridgman Road Upgrade – New England Highway to Glass Parade

Funding is needed to upgrade the intersection of the New England Highway and Bridgman Road to support future developments and unlock housing within the Singleton LGA, to accommodate residential growth and better manage peak workers movements in the area.

Council has undertaken comprehensive traffic modelling to assess the cumulative impacts of multiple proposed residential developments. This modelling has identified the potential strain on existing infrastructure and the road network and the need to upgrade the New England Highway and Bridgman Road intersection to facilitate and support future developments. Upgrading the New England Highway and Bridgman Road intersection will open up over 2,800 development-ready lots.



#### **Our Ask**



Funding: \$26 million total

# \$15 million

**Stage 1:** New England Hwy Intersection to Blaxland Avenue

# \$5 million

**Stage 2:** Blaxland Avenue to Gardner Circuit

#### \$6 million

**Stage 3:** Gardner Circuit to Glass Parade

# Our community needs

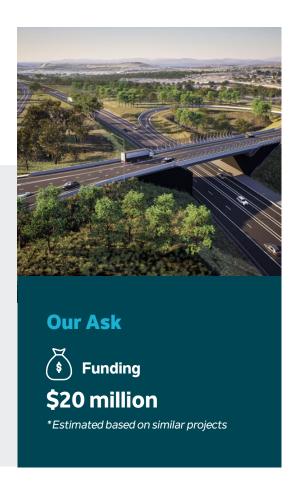
- → Upgrade of key infrastructure and road networks to meet the requirements of residential growth before existing infrastructure is compromised.
- → To unlock residential land development to augment housing supplies.
- → A safe, reliable and efficient road network.



# Beyond the Bypass— New England Highway

We need funding to undertake works to improve the safety and functionality of the current New England Highway following completion of the Singleton Bypass.

To attract new businesses, residents and visitors we need to provide an enhanced vibrant local economy and extension of the Singleton Town Centre with safe and functional streets, and community spaces.



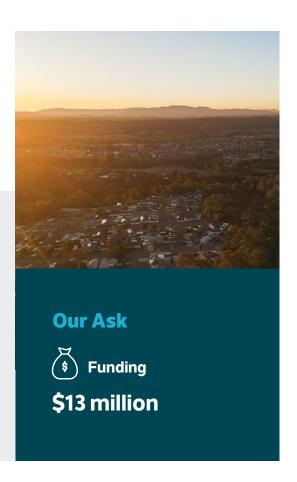
# **Our community needs**

- → Well-planned and improved streetscapes, upgraded footpaths, signage and street furniture to transform the overall functionality of this area.
- → Support of local businesses to enhance a vibrant local economy.
- → Modernisation and economic diversification of Singleton town centre as a destination of choice.

SINGLETON

# Singleton Water Security

Funding is needed for the design and construction of a new five megalitre treated water reservoir to service the growing residential area of Hunterview. The proposed reservoir, east of the rail corridor, will provide increased water security and reliability in the event of an issue with the existing transfer main.



# Our community needs

- → The construction of a new five megalitre treated water reservoir to improve water security through an increased capacity of the Singleton Water Supply Network.
- → Improved ability for Council to respond to network outages and reduce the criticality of existing infrastructure.

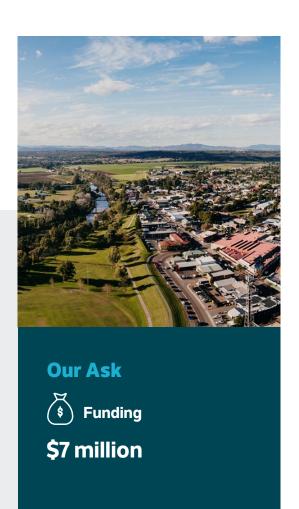
SINGLETON

# Secondary Water Supply for Singleton

(Rose Point Park Bores)

Funded is needed for a bore at Rose
Point Park which would provide a
secondary water source to supplement
the water supply for Singleton, Mount
Thorley and Broke during times of
drought. The increased water supply
from the additional bore will allow
for additional residential housing in
Singleton, supporting better access to
affordable housing in the area.

The bore will take groundwater from Rose Point Park and mix it with the existing water supplied from Glennies Creek Dam.



# **Our community needs**

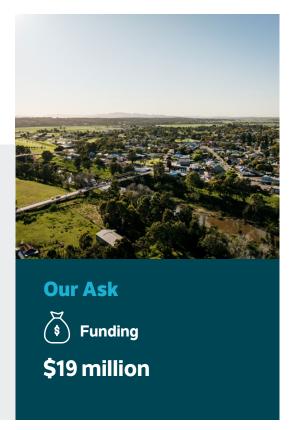
- → A secondary water supply which will assist Council to meet the unrestricted dry year demands after 2032.
- → To be able to ensure water security for Singleton, Mount Thorley and Broke during times of drought by providing a secondary water source.



# Sewer infrastructure to support development

Funding is needed to provide an appropriate sewerage system that will support the future planned growth in housing in Singleton and support better access to affordable housing in the area.

With more than 2,800 new residential lots earmarked for Singleton, the area currently served by the Dunolly Sewer Pump Station Catchment will require upgrade.



# **Our community needs**

- → A new sewer pump station, rising main, gravity sewer and wet weather storage at Dunolly Sewer Pump Station.
- → Delivery of this infrastructure would contribute to the development and availability of housing supply in the Singleton area and reduce the cost of new housing through the provision of adequate essential infrastructure.

SINGLETON

# Creation of a cycling network linking Singleton with existing and planned networks in the Lower Hunter Region: initial link Hermitage Road to Branxton

Funding is needed for the Hermitage Road to Branxton Cycleway project, for connecting communities, providing growth opportunity for the Branxton economy and encouraging active transport. The project aims to provide a cycle link between the northern end of Hermitage Road and Branxton, laying the groundwork for further developments to link the Hunter Valley with other popular cycling routes and generate further tourism potential.

The popularity of cycling trails in Singleton and the Lower Hunter highlights the opportunity to link the cycling network in Singleton with other parts of the region.



# **Our community needs**

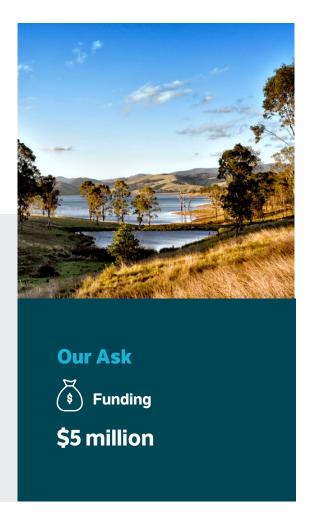
- → Initial funding for the construction of a section of cycleway from Hermitage Road to the Old New England Highway, continuing for approximately three kilometres.
- → Additional funding for a new section of cycleway from the end of the Old New England Highway, under the Hunter Expressway bridge that passes over Black Creek and connecting to the New England Highway and leading to Branxton.
- → Investment in a cycling network would increase visitation further and lead to greater visitor expenditure across Singleton and Lower Hunter region.
- → Connecting communities, delivering opportunities for the Branxton economy and encouraging active transport, the project would lay the groundwork for further developments to link the Hunter Valley with other popular cycling routes and generate further tourism potential.

SINGLETON COUNCIL

# Upgrade infrastructure at Lake St Clair Park to maximise tourism potential

Funding is needed to complete infrastructure improvements to enhance the amenity for visitors to Lake St Clair Park, consistent with the Lake St Clair Plan of Management.

The improvements would support increased visitor numbers and build on actions in the Hunter Valley Destination Marketing Plan to position Lake St Clair park as a leading nature tourism experience in the Hunter Valley.



# **Our community needs**

- → Infrastructure improvements and consideration of requirements for access to and storage of potable water to accommodate greater visitor and camper capacity while complimenting the natural environment.
- → To build on Singleton's growing status as a destination for nature experiences with a particular focus on Lake St Clair Park as a catalyst for economic growth and job creation.

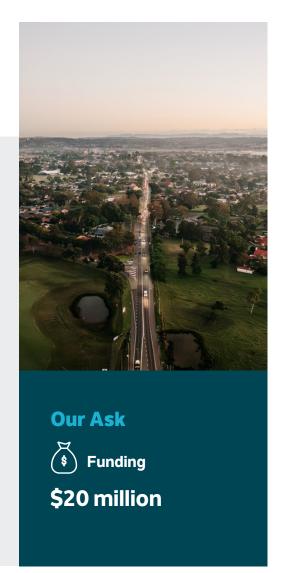


# Impacts of Transition on Local Roads

We need funding for Singleton's road network which is significantly impacted by the high volume of traffic associated with mining-related operations in the LGA and surrounding areas.

Current peak worker movements are placing considerable strain on local roads and leading to wear and tear damage, congestion and safety concerns for our community. It is important to minimise the current impacts of mining on road infrastructure and upgrade the road network to support the future diversification of the local industry and economy in Singleton.

Council is faced with a gap in funding opportunities to upgrade roads directly impacted by mining since the completion of the NSW Government's Resources for Regions (R4R) funding.



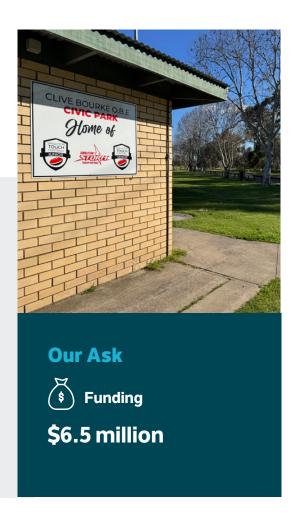
# **Our community needs**

→ Necessary maintenance and improvements are required to the local road network in order to minimise the current impacts of mining on road infrastructure and upgrade the road network to support the future diversification of the local industry and economy in Singleton.



# Civic Park Masterplan

We need funding to undertake key infrastructure improvements to enhance Civic Park's usability for current and future users. The Civic Park Master Plan and Sports Pavilion Concept Design includes a fully accessible all-inclusive facility that is a more user-friendly space for organised sport, recreation and community activities.



# **Our community needs**

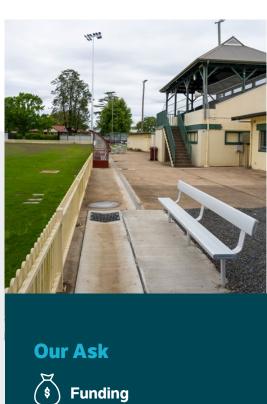
→ A fully accessible, all-inclusive and female friendly facility that is a more user-friendly space for organised sport, recreation and community activities. This includes upgrading and realigning sporting fields with new lighting for touch football, a new amenities block, realigning vehicular access and adding more parking, creating shared pathways for better connectivity, and implementing accessibility upgrades.

SINGLETON

# **Howe Park Amenities**

Funding is needed for a substantial upgrade to the amenities at Howe Park in order to be a fullyaccessible, all-inclusive and female friendly facility, and meet the standards necessary to maintain current competitions and attract further sporting events to the area.

Howe Park Oval is an important community facility and a significant site in Singleton's sporting history, with cricket matches played at the site since the early 1900s. Today, it serves as Singleton's premier soccer and cricket venue, and with improvements can attract regional sporting events and have bring economic benefit.





\$5 million

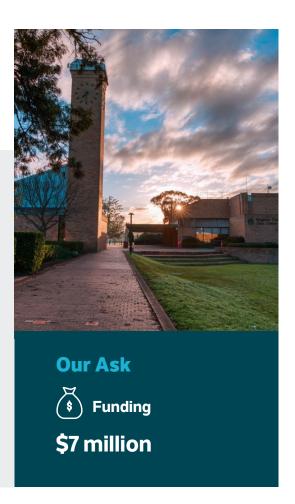
# **Our community needs**

→ To build on Howe Park's status as a premier venue for cricket and football with a standard of amenities in line with expectations for high-level competition to support local sports teams and attract sporting events to Singleton.

SINGLETON

# Civic Centre Precinct Upgrades

We need funding for significant accessibility upgrades to the Civic Centre Precinct to enhance the overall accessibility, amenity of the precinct and better meet the needs of the community, Council staff and visitors. The Singleton Council Civic Precinct serves as the central hub for local government operations, housing both the Singleton Council Administration Building and Singleton Civic Centre. As the primary location for civic functions and public services, the precinct plays a vital role in the community.



# **Our community needs**

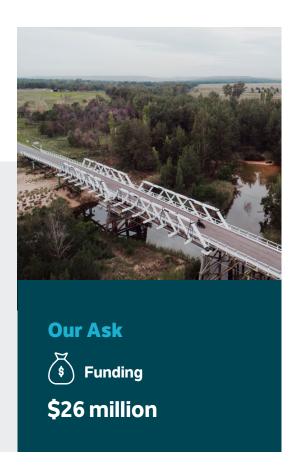
- → A more welcoming, functional and accessible spaces for all residents, visitors, and staff to effectively support the growing needs of the Singleton community.
- → To enhance and maintain the sustainable operations of the Singleton Civic Centre as an events venue by attracting more high-level events and productions.

SINGLETON

# Deliver Bulga-Milbrodale water security

We need funding to undertake the Bulga-Milbrodale Water Supply Project which will provide safe and reliable water connection to Milbrodale Public School and 180 properties across the communities of Bulga and Milbrodale.

This project will also support the local economy, particularly the regionally significant vineyards and wine tourism businesses in the Broke-Fordwich Wine Region, which have a combined estimated output of at least \$14million per year.



### **Our community needs**

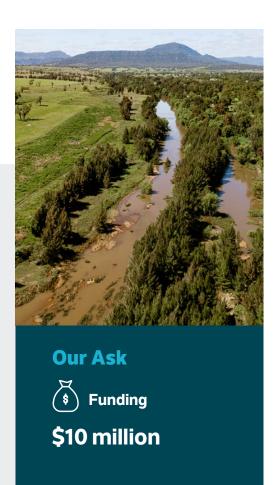
- → Water security for the Bulga-Milbrodale community by reducing reliance on rainwater and ensuring supply especially during drought periods. In addition to benefiting residents and businesses, an important component of the project is the provision of potable water supply to Milbrodale Public School, which serves students from Bulga, Milbrodale and Howes Valley.
- → Support for the NSW Rural Fire Service in accessing reliable water supply for firefighting in the Bulga and Putty regions.
- → Access to reliable potable water for Broke-Fordwich Wine Region hoteliers and vignerons. The economic benefits of this is estimated to provide a 6% increase in economic output and 10% increase in property values.

SINGLETON

# Jerrys Plains Water Treatment Plant

Funding is needed for a water treatment plant to provide a secure source of safe drinking water to the community of Jerrys Plains, including Jerrys Plains Public School and residential properties.

The current water supply is per an agreement with AGL but there is no formal agreement in place to solidify commitment for the future. The development of a new water treatment plant will ensure Jerrys Plains will maintain the current water supply from the Hunter River by reallocating Singleton Council's existing Water Access Licence to a new river intake located in Jerrys Plains.



# **Our community needs**

- → A commitment to maintain the current provision of water supplied by the Bayswater Power Station Water Treatment Plant after its closure by installation of a new river intake and pump system, delivery of mains to a new Water Treatment Plant and a further pump system to deliver flows to Jerrys Plains Reservoir, which was reconstructed in 2019.
- → To address a known water turbidity and hardness issue through the use of an ion exchange unit to ensure the water is palatable.
- → To potentially serve both residential and agricultural properties within Jerrys Plains and support future growth within the village.

SINGLETON

**FILE:** 25/00006

General Manager's Report (Items Requiring Decision) - GM58/25

#### GM58/25. Code of Meeting Practice Policy

Author: Governance Lead

#### **Executive Summary**

The purpose of this report is to advise that Council's draft Code of Meeting Practice has recently been on public exhibition. During this period, the Office of Local Government released a new Model Code of Meeting Practice, which councils are required to implement by 31 December 2025

#### **RECOMMENDED** that Council:

- 1. Note the completion of the public exhibition period for the draft Code of Meeting Practice,
- 2. Note the release of the new Model Code of Meeting Practice by the Office of Local Government, which must be implemented by 31 December 2025,
- 3. Defer adoption of the exhibited draft Code of Meeting Practice to enable staff to review and update the draft in line with the provisions of the new Model Code,

#### Report

Council placed its draft Code of Meeting Practice on public exhibition in accordance with the requirements of the *Local Government Act 1993*. The exhibition period has now concluded, and Council is required to consider any submissions received before adopting the draft Code.

Since the commencement of the exhibition period, the Office of Local Government has released a new Model Code of Meeting Practice. All councils are required to adopt a Code of Meeting Practice that incorporates the mandatory provisions of the Model Code by 31 December 2025.

To ensure compliance with the legislative requirements and to avoid the need for multiple amendments within a short timeframe, it is recommended that Council defer adoption of the currently exhibited draft Code. This will enable staff to review the new Model Code, update Council's draft accordingly, and return a revised draft to Council for consideration.

This approach provides clarity, ensures that Council's adopted Code is consistent with the latest Model Code, and avoids unnecessary duplication of process.

#### **Community Strategic Plan**

Strategy: 5 Our Leadership

Deliverable: 5.2 Our Council is trusted, responsible and transparent

Action: 5.2.2 All council activities are managed in a financial sustainable

way

General Manager's Report (Items Requiring Decision) - GM58/25

#### **Council Policy/Legislation**

Local Government Act, 1993 Local Government (General) Regulation 2021 Model Code of Meeting Practice

#### **Financial Implications**

Nil.

#### Consultation

The draft Code of Meeting Practice was placed on public exhibition in accordance with Council's Community Engagement Policy and the requirements of the *Local Government Act*, 1993. The exhibition period provided an opportunity for the community and stakeholders to review the draft and make submissions. Submissions received during the exhibition period have been considered in the preparation of this report.

#### **Sustainability**

Nil.

#### **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
Non-compliance with the Office of Local Government mandatory provisions if Council adopts an outdated Code which may lead to legal or regulatory sanctions.	High	Defer adoption of the exhibited draft Code, review and update draft to align with the new Model Code	Low	Yes
Reputational risk from adopting a Code inconsistent with legislative requirements, which may lead to loss of public confidence.	Medium	Communicate rationale to Councillors and public.	Low	Yes
Delay in adoption of a revised Code impacting governance clarity, which may lead to uncertainty in meeting procedures and decision making.	Medium	Prepare revised draft promptly, bring back Council for adoption.	Low	Yes

General Manager's Report (Items Requiring Decision) - GM58/25

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
Misalignment with community expectations due to deferral, which may lead to public dissatisfaction or perception of inaction.	Low	Inform the public of the deferral and the reasons.	Low	Yes

#### **Options**

The following options are available to Council:

- 1. a) Note the completion of the public exhibition period for the draft Code of Meeting Practice,
  - b) Note the release of the new Model Code of Meeting Practice by the Office of Local Government, which must be implemented by 31 December 2025,
  - c) Defer adoption of the exhibited draft Code of Meeting Practice to enable staff to review and update the draft in line with the provisions of the new Model Code,
- 2. Proceed with the adoption of the recently exhibited Code without updating it to reflect the new Model Code.

Option one is recommended.

#### **Conclusions**

The public exhibition of Council's draft Code of Meeting Practice has now concluded. Since this exhibition, the Office of Local Government has released a new Model Code of Meeting Practice, which must be implemented by 31 December 2025.

To ensure compliance with the mandatory provisions of the Model Code, maintain good governance, and manage potential risks, it is recommended that Council defer adoption of the currently exhibited draft Code. This will allow staff to review and update the draft in line with the new Model Code and present a revised version for consideration and adoption.

#### **Attachments**

Corporate and Commercial Services Report (Items Requiring Decision) - DCCS32/25

DCCS32/25. Memorandum of Understanding with Homes NSW re FILE: 24/00240

**Bridgman Ridge Development** 

**Author:** Director Corporate & Commercial Services

#### **Executive Summary**

The purpose of this report is to advise Council that a report has been prepared for Council's consideration in Closed Council as 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.

**RECOMMENDED** that the report on Memorandum of Understanding with Homes NSW re Bridgman Ridge Development 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.

#### **Attachments**

Corporate and Commercial Services Report (Items Requiring Decision) - DCCS33/25

T2025.002 - Sewage Treatment Plant Upgrades

FILE:

**Author:** Tender and Contract Support Officer

T2025.002

#### **Executive Summary**

The purpose of this report is to advise 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.

**RECOMMENDED** that the report on T2025.002 – Sewage Treatment Plant Upgrade 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.

#### **Attachments**

DI&P57/25. Legal Advice - 8.2013.127.3 - s4.55(2) - Modification to

FILE:

Subdivision Layout - 3 Maison Dieu Road, Gowrie -

8.2013.127

Lot 20 DP 1282153

**Author:** Manager Development & Regulatory Services

#### **Executive Summary**

The purpose of this report is to advise Council that a report has been prepared for Council's consideration in Closed Council as matters and information contained in the report is advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege (Section 10A (2) (g)).

**RECOMMENDED** that the report on Legal Advice - 8.2013.127.3 - s4.55(2) - Modification to Subdivision Layout - 3 Maison Dieu Road, Gowrie - Lot 20 DP 1282153 be considered in Closed Council with the press and public excluded in accordance with Section 10A(2)(g) of the *Local Government Act, 1993* on the grounds that matters and information contained in the report is advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

#### **Attachments**

DI&P49/25. Council Determination - 8.2013.127.3 - s4.55(2) -

FILE: **Modification to Subdivision Layout - 3 Maison Dieu** 8.2013.127/10

Road, Gowrie - Lot 20 DP 1282153

Author: Development Planner

Applicant: McCloy Group

Owner: Singleton Golf Club Cooperative Limited

Land and Location: 3 Maison Dieu Road GOWRIE - Lot: 20 DP: 1282153

Zoning: R1 General Residential

> R2 Low Density Residential **RE1 Public Recreation RE2 Private Recreation**

S4.55(2) - Other Modification – Amendment to Subdivision Layout Proposal:

Date of Application: 24 September 2024

#### **Executive Summary**

The proposed development comprises a Section 4.55(2) modification application seeking approval for amendments to the previously approved subdivision layout.

The revised layout has been designed in response to the changes resulting from the construction of the Singleton Bypass. The proposal aims to optimise land use, improve internal connectivity, and increase the overall lot yield from 174 to 195 lots, thereby enhancing the development potential of the site.

The amended layout has been designed to remain consistent with the relevant planning controls and strategic objectives, while also addressing, site constraints, and opportunities created by the broader road network improvements. Overall, the modification supports a more integrated and practical subdivision outcome.

The application was publicly notified from 30 September 2024 to 28 October 2024. Two (2) submissions were received during this period; however, one (1) was formally withdrawn on 13 February 2025 following an agreement between the submitter and the developer regarding a proposed pathway. The concerns raised in the remaining active submission have been considered, and appropriate mitigation measures have been recommended as conditions of consent.

In accordance with the Determination of Development Applications by Council Policy, this application, which seeks to modify a development consent under Section 4.55(2) of the Environmental Planning and Assessment Act 1979, is required to be determined by Council, as the original application was also determined by Council on 7 April 2014.

The proposed development is considered substantially the same as the original approval under Section 4.55(2) of the Environmental Planning and Assessment Act 1979 and can be supported subject to amended conditions. The draft modification Notice of Determination is provided as **Attachment 1** to this report.

**RECOMMENDED** that Council approve the proposed modification application 8.2013.127.3 subject to conditions set below:

#### 1. APPROVAL IN ACCORDANCE WITH THE PLANS

The development will be carried out in accordance with the development application, accompanying plans and documents described and dated as follows except as modified by the conditions of development consent;.=

- Subdivision DA Plan prepared by adw Johnson Rev C, dated 25/03/14.
- Ecological Assessment prepared by Firebird ecoSultants Pty Ltd for A Proposed Subdivision at Singleton Golf Course off Maison Dieu Road, Singleton dated 22 May 2013.
- Preliminary Geotechnical Investigation prepared by Cardno Pty Ltd (Ref: 1521-002/0) dated May 2013.

Approved Plan	S			
Plan number	Revision number	Plan title	Drawn by	Date of plan
Figure-29	G	Civil Services Staging Plan	ACOR Consultants Pty Ltd	03/06/2025
Figure-2	G	Civil Services Layout and Staging Plan	ACOR Consultants Pty Ltd	03/06/2025
L01	C	Landscape Master Plan	Green Space Planning Co.	June 2025
L02	C	Species Schedule	Green Space Planning Co.	June 2025

Approved documents				
Document title	Version number	Prepared by	Date of document	
Traffic Impact	<mark>3</mark>	StreetWise Road	05 March 2024	
<b>Assessment</b>		Safety & Traffic		
		Services Pty Ltd		
Vegetation	<mark>2</mark>	Firebird Price   Price	13 April 2023	
Management Plan		ecoSultants Pty		
		<u>Ltd</u>		
Ecological	<b>Unreferenced</b>	Firebird Price   Price	10 September	
<b>Assessment</b>		ecoSultants Pty	<mark>2024</mark>	
		<u>Ltd</u>		
Bushfire Threat	<b>Unreferenced</b>	Firebird Price   Price	22 July 2024 & 12	
Assessment &		ecoSultants Pty	February 2025	
Additional Additional		<b>Ltd</b>		
Information Letter				
Traffic Noise	<mark>2</mark>	Vipac Engineers	09 September	
<b>Assessment</b>		and Scientists	<mark>2024</mark>	
		<b>Limited</b>		

#### Notes:

- Any alterations to the drawings and/or documentation, as approved by Council, will require further Council consent pursuant to s96 of the Environmental Planning and Assessment Act.
- No other works or activities, other than those approved by this consent notice, may be carried out without prior consent from Council.

Reason: To ensure that the development is carried out in accordance with the submitted plans and accompanying documentation.

(Condition 1 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 2. ENVIRONMENTAL MANAGEMENT

The Following General Terms of Approval have been submitted by the Department of Primary Industries Office of Water under Section 91 of the Water Management Act 2000 and are included as conditions on this approval:

#### Plans, standards and guidelines

- 1. These General Terms of Approval (GTA) only apply to the controlled activities described in the plans and associated documentation relating to 127/2013 and provided by Council:
  - (i) Site plan, map and/or surveys

    Any amendment or modifications to the proposed controlled activities may render these GTA invalid. If the proposed controlled activities are amended or modified the NSW Office of Water must be notified to determine if any

variations to these GTA will be required.

- 2. Prior to the commencement of any controlled activity (works) on waterfront land, the consent holder must obtain a Controlled Activity Approval (CAA) under the Water Management Act from the NSW Office of Water. Waterfront land for the purposes of this DA is land and material in or within 40 metres of the top of the bank of the river identified.
- 3. The consent holder must prepare or commission the preparation of:
  - (i) Watercourse crossing designs 2 crossings identified: 1 on Road 1 and 1 on Road 4
  - (ii) Maximum Harvestable Rights Dam Capacity (MHRDC) information must be provided on the capacity of the existing and proposed water bodies, and how this relates to the MHRDC for the lots upon which the water bodies are located. If the water bodies care to be classified as a special dam exempt from harvestable rights calculation, then supporting evidence must be provided outlining how the exemption will be achieved (e.g for nutrient control, how shallow the pond will be, what planting will be used). If this information cannot be provided adequately, then the water held within the water bodies will need licenses and/or approvals, whilst the structure holding the water bodies may need licensing. It may be necessary to purchase water from the trade market in order to achieve the volume of water required to fill these water bodies.
- 4. All plans must be prepared by a suitably qualified person and submitted to the NSW Office of Water for approval prior to any controlled activity commencing. The following plans must be prepared in accordance with the

NSW Office of Water's guidelines located at <a href="https://www.water.nsw.gov.au/Water-licensing/Approvals/default.aspx">www.water.nsw.gov.au/Water-licensing/Approvals/default.aspx</a>

- (i) Vegetation Management Plans
- <del>(ii) Riparian Corridors</del>
- (iii) Outlet structures
- (iv) Watercourse crossings
- 5. The consent holder must (i) carry out any controlled activity in accordance with approved plans and (ii) construct and/or implement any controlled activity by or under the direct supervision of a suitably qualified professional and (iii) when required, provide a certificate of completion to the NSW Office of Water.

#### Rehabilitation and maintenance

6. The consent holder must carry out a maintenance period of two (2) years after practical completion of all controlled activities, rehabilitation and vegetation management in accordance with a plan approved by the NSW Office of Water.

#### **Reporting requirements**

8. The consent holder must use a suitably qualified person to monitor the progress, completion, performance of works, rehabilitation and maintenance and report to the NSW Office of Water as required.

#### Security deposits

9. The consent holder must provide a security deposit (bank guarantee or cash bond) – equal to the sum of the cost of complying with the obligations under any approval – to the NSW Office of Water as and when required.

#### Bridge, causeway, culverts, and crossing

12. The consent holder must ensure that the construction of any bridge, causeway, culvert or crossing does not result in erosion, obstruction of flow, destabilisation or damage to the bed or banks of the river or waterfront land, other than in accordance with a plan approved by the NSW Office of Water.

#### **Drainage and Stormwater**

15. The consent holder is to ensure that all drainage works (i) capture and convey runoffs, discharges and flood flows to low flow water level in accordance with a plan approved by the NSW Office of Water, and (ii) do not obstruct the flow of water other than in accordance with a plan approved by the NSW Office of Water.

#### **Excavation**

18. The consent holder must ensure that no excavation is undertaken on waterfront—land other than in accordance with a plan approved by the NSW Office of Water.

The following approval bodies have given general terms of approval in relation to the development:

1. Department of Planning and Environment-Water, IDAS-2024-10686 and dated 28 October 2024

A copy of the General Terms of Approval is attached to this notice of determination. The development shall be undertaken in accordance with conditions specified by the approval body.

Note: The attached GTA are not the controlled activity approval. The applicant must apply (to the Office of Water) for a controlled activity approval after consent has been issued by Council and before the commencement of any work or activity on waterfront land.

Reason: To ensure the requirements of the Department of Infrastructure Planning & Natural Resources are observed.

(Condition 2 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 3. ENVIRONMENTAL MANAGEMENT - FLORA & FAUNA

The proposed development complying with the recommendations of the ecological assessment carried out by Firebird ecoSultants Pty Ltd dated 22 May 2013 as follows;

- Within lot preservation of habitat trees and maintenance of connectivity through the retention of a 10m vegetation corridor within the western allotments as per Section 3.2 of the Gowrie Links Urban Release Area DCP,
- A 15 m vegetation corridor be established on the rear of Lots 702-706 inclusive and this
  area be maintained for a minimum period of 12 months.
- A 15 m vegetation corridor be established on the rear of Lots 722, Lot 723, Lot 724, Lot 815 and Lot 816, and this area be maintained for a minimum period of 12 months.
- Habitat restoration / revegetation program for areas zoned open space 6(a) and 6(b). A
  habitat restoration program, detailing tree planting regime, installation of nest boxes, etc
  should be conditioned as part of the development consent.
- An ecologist is to be present during the removal of habitat trees.
- Landscaping / habitat revegetation within the site is to use local endemic species characteristic of Central Hunter Ironbark-Spotted Gum-Grey Box Forest.
- The planting of the screening of advanced trees in vegetation corridors is to occur in conjunction with Stage 1 construction.

Reason: To mitigate potential impacts to native vegetation and threatened species. (Condition 3 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 4. DEVELOPMENT CONTRIBUTIONS

Development Type/Location:

Development Contributions are required to be paid for the development in accordance with the Singleton Development Contributions Plan 2008 or subsequent amending instrument/s.

Contributions are subject to annual adjustment such that actual contributions will be those current at the date of payment. At the time of preparation of the determination, development contributions for the development are as follow:

Singleton West Urban Expansion Area Dwelling-House or Lot					
Facility Type	<del>Development</del>	Number of	<mark>Total</mark>		
	Contribution per Dwellings/ETs		<del>Development</del>		
	Lot/Dwelling/ETs		Contributions at		
			time of		
			<del>determination</del>		
LGA Public Open	<del>\$3,969.00</del>	<mark>174</mark>	<del>\$690,606.00</del>		
Space &					
Recreation					
LGA Community	\$ <del>906.00</del>	<mark>174</mark>	<del>\$157,644.00</del>		
Facilities Pacilities					

Singleton Traffic	\$ <del>5,202.00</del>	<del>174</del>	<del>\$905,148.00</del>
& Parking Study			
Preparing and	<del>\$151.00</del>	<del>174</del>	<del>\$26,274.00</del>
Administering			
Plans			

Contributions are to be paid prior to the release of the Subdivision Certificate (Linen Plan) for each stage of the project.

A monetary contribution pursuant to the provisions of Section 7.11 of the Environmental Planning and Assessment Act 1979 and Councils S7.11 Contributions Plan (1.11 Singleton West Urban Expansion Area Dwelling or Lot) towards to provision of the following services before the release of the Subdivision Certificate (Linen Plan) for each stage of the project:

Development Description:	\$4.55 (2) modification - amendment of subdivision layout	
Development Location:	3 MAISON DIEU ROAD GOWRIE 2330 20/-/DP1282153	
Contributions Plan:	Singleton Development Contributions Plan 2008 (Version 2)	
Catchment:	1.11 Singleton West Urban Expansion Area Dwelling or Lot	

Note: The contributions stated below have been calculated in accordance with the development contributions plan as at the date of issue. Rates are indexed on an annual basis. If contributions are not paid within the financial year in which this payment schedule is issued, the contributions payable will be determined using the indexed rates current at the time of payment.

Facility Type	Quick Code	Method	Tenements/ET's	Rate	Contribution
Bushfire Services	401	• >		\$0.00	\$0.00
LGA Public Open Space and Recreation	137	per dwelling or lot		\$0.00	50.00
LGA and Local Public Open Space and Recreation	137	per dwelling or lot	194	\$5,321.00	\$1,032,274.00
Local Open Space and Recreation (Branxton Only)	137	per dwelling or lot		\$0.00	\$0.00
Local Community Facilities	139	per dwelling or lot	194	\$1,213.00	\$235,322.00
Public Car Parking	141	-		\$0.00	\$0.00
Rural Roads	142	per dwelling or lot serviced by a sealed Council road		\$0.00	\$0.00
Singleton Urban Roads	403	per dwelling or lot		\$0.00	50.00
Singleton Traffic & Parking Study	405	per dwelling or lot	194	\$6,976.00	\$1,353,344.00
Preparing and Administering Plans	135	per dwelling or lot	194	\$202.00	\$39,188.00
1		Ž		TOTAL:	\$2,660,128.00

A copy of the Contributions Plan may be inspected at Council's Customer Service Section, Administrative Building, Cnr Queen and Civic Avenue, Singleton or can be accessed on Council's Website www.singleton.nsw.gov.au

The amount of contribution payable under this condition has been calculated at 29/05/2025.

This amount shall be indexed at the time of actual payment in accordance with the Consumer Price Index (CPI) as published by the Australian Bureau of Statistics.

Reason: To implement the provisions of the Singleton Development Contributions Plan 2008, a copy of which is available for inspection at Council offices during normal office hours.

(Condition 4 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### **5. AHIP PERMIT TRANSFER**

Prior to the commencement of any work on the site the Applicant is to make application under section 90B of the National Parks and Wildlife Act 1974 (the NPW Act) to the NSW Office of Environment & Heritage for transfer of Aboriginal Heritage Impact Permit No. 1096902 for that portion of the land owned by Singleton Golf Course and subject of The Fairways 174 lot subdivision proposed by McCloy Singleton Pty Ltd.

Reason: To ensure compliance with applicable statutory requirements having regard to the change of ownership of the land since issue of the original AHIP permit.

#### 6. PRESERVATION OF VEGETATION

Existing vegetation which provides a screening function to adjacent dwellings and located within the rear 10 metres of all proposed allotments located on the western side of proposed Read-4 Road 3 which abut existing rural residential lots fronting The Glade is to be retained. An appropriate covenant, easement or restriction to user is to be created pursuant to section 88B of the Conveyancing Act 1919 over the title of each allotment addressing this matter. The instrument is to provide that Council is a party whose consent is required to release or modify the covenant, easement or restriction as to user.

Reason: To minimise the loss of any existing vegetation and maintain privacy and amenity to existing adjacent landowners on rural residential allotments

(Condition 6 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 7. EASEMENT, COVENANT OR RESTRICTION TO USER

An appropriate easement, covenant or restriction to user is to be created over all proposed allotment located on the western side of proposed Road 4 Road 3 and which adjoin existing rural residential allotments providing for the following;

- No dwellings, sheds or other structures, other than those permitted as exempt development, are to be erected within the rear 15 metres of the allotment,
- Any fencing within 15 metres of the rear boundary is to be restricted to rural post and wire or other open type fencing only. Colorbond® or other solid fencing types is specifically excluded,
- Existing vegetation located within the rear 10 metres of these allotments, where it provides a privacy screening function to existing adjacent dwellings or is identified as a habitat tree, is to be retained.

Reason: To minimise the loss of amenity to existing rural residential allotments.

(Condition 7 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 8. STREET LIGHTING

Street lighting is to be provided to all roads and pathways for the site. The lighting is to be designed in accordance with AS1158 and the requirements of Ausgrid and all design and installation is to be at the applicant's expense. Street lighting to be staged in accordance with the staging of the road construction.

The lighting will be completed prior to the issue of a Subdivision Certificate.

Reason: To ensure that adequate street lighting is provided

#### 9. DAMAGE CAUSED DURING CONSTRUCTION

The applicant will repair any damage to a public road or associated structures such as kerb & gutter, drains, footpath and utility services caused as a consequence of the development works.

The work is to be completed to Council's satisfaction prior to the issue of a Subdivision Certificate.

Reason: To ensure that any damage to Council owned or maintained infrastructure is repaired.

#### 10. PROVISION OF FOOTPAVING

The provision, at no cost to Council, of concrete footpaths to be constructed in the subdivision as indicated below;

#### STAGE-1

- Full length of eastern side of Road-1
- Full frontage of Lot 106 Lot 114 inclusive
- Full frontage of Lot 128 Lot 130 inclusive
- Full length of northern boundary of Lot 123 and Lot 127

#### STAGE-2

Full frontage of Lot 211 to Lot 220 to join with stage 1

#### STAGE-3

- Full length of eastern side of Road 1
- Full frontage of Lot 301 Lot 314 inclusive
- Full length of southern boundary of Lot 329

#### STAGE-4

- Full frontage of Lot 412 -Lot 426 inclusive to join with stage 1
- Full length of northern boundary of Lot 401

#### STAGE-5

Full frontage of Lot 501 -Lot 510 inclusive to join with Stage - 4

#### STAGE-6

- Full length of eastern side of Road 8 to join with Stage 2
- Full frontage of Lot 612 –Lot 619 inclusive

#### STAGE-7

Full frontage of Lot 708 – Lot 720 inclusive to join with stage – 5 and stage 6

The footpath is to be a minimum 1.2 m wide and is to include a minimum 100mm concrete with SL72 reinforcement and to be constructed on 75mm compacted road base on compacted sub grade. Pram ramps are to be constructed at intersections and crossings and at any point to provide disability continuity. Expansion joints and dummy joints are to be at 1.2.and 12m spacing respectively. All other details are to be in accordance with Singleton Council's construction specifications.

All works are to be completed prior to the issue of a Subdivision Certificate. Plans showing location and alignment are to be approved prior to the issue of a Construction Certificate.

The construction of the footpathing are to be staged in accordance with the road construction staging. The footpaths are to link to future stages.

NOTE: The service allocation trenches and tree planting is to be in accordance with Council's current DCP.

Reason: To ensure the lots created by the subdivision are provided with suitable access to footpath facilities.

(Condition 10 was deleted under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 11. SHARED PATHWAY

The registered proprietor of the land shall construct the cycleway facility as indicated below:

#### STAGE-1

Full length of western side of Road 1

#### STAGE-2

Full length of western side of Road-1

Shared pathway is to be constructed in accordance with Council design and construction specification and following standards:

- The cycleway is to be a minimum 2.5m wide with minimum 125mm concrete with SL72 reinforcement and to be constructed on 75mm compacted road base on compacted subgrade.
- Expansion joints and dummy joints are to be at 2.5 m and approximately 12.5m spacing respectively.
- All connection and crossings should be designed and constructed so as to encourage safe and correct use by cyclist.
- All details are to be in accordance with Singleton Council's Development Control plan Engineering Specifications DCP.
- All works are to be completed prior to the issue of a Subdivision Certificate
- Provide holding rails at all crossings in accordance with RTA's Technical direction TDT 2011/01a

The details are to be submitted to and approved by council prior to release of the construction certificate.

Reason: To ensure the lots created by the subdivision are provided with suitable access to cycleway facility.

(Condition 11 was deleted under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 11a. PROVISION OF FOOT PAVING AND CYCLEWAY

The provision, at no cost to Council, of concrete foot paving and cycleway as shown on approved plans. The footpath is to be 1.5m wide and is to include a minimum 100mm depth, 25MPA concrete with SL72 reinforcement and to be constructed on a 75mm compacted road base on compacted subgrade and the cycleway is to be 2.5m wide and is to include a minimum 125mm depth 25MPA concrete with SL72 reinforcement constructed on 75mm compacted road base on compacted subgrade. All connections and crossings should be designed and constructed to encourage safe and correct use by cyclists. Pram ramps are to be constructed at intersections and crossings and at any point to provide disability continuity. Expansion joints and dummy joints for footpaths are to be at 1.5m and 4.5m spacing and for the cycleway are to be at 2.5m and 7.5m spacing respectively. Broom finish to be provided transverse to the pavement. All other details are to be in accordance with Singleton Council's construction specifications.

All works are to be completed prior to the issue of a Subdivision Certificate. Plans showing location and alignment are to be approved prior to the issue of a Subdivision Works Certificate.

The construction of the footpaths is to be staged in accordance with the road construction staging. The footpaths are to link to future stages.

Note: The service allocation trenches and tree planting location are to be in accordance with Council's current DCP.

Reason: To ensure the lots created by the subdivision are provided with suitable access to footpath and cycleway facilities.

(Condition 11a was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 12. SITE CLASSIFICATION

The applicant shall provide Council as the Principle Certifying Authority, with a site report from a qualified Geotechnical Engineer detailing the site classification in accordance with the provisions of AS 2870.1 1988 and a fill diagram showing depth and location of fill where applicable, prior to the issue of a Subdivision Certificate.

Reason: To ensure that the foundation material is adequate to support the loads likely to be imposed upon it by construction of the building.

#### 13. REMOVAL OF TOPSOIL

Topsoil shall only be stripped from approved areas and shall be stockpiled for re-use during site rehabilitation and landscaping. Details shall be submitted to and approved by Council prior to release of the Construction Certificate.

Reason: To minimise erosion and silt discharge and ensure valuable topsoil resources are protected.

#### 14. SEDIMENT AND EROSION CONTROL

The control of erosion and the prevention of silt discharge into drainage systems and waterways will be necessary in accordance with Council's Development Engineering Specifications and Landcom's 'Soil and Construction – Managing Urban Stormwater 1 current edition. Erosion control measures are to be implemented prior to the commencement of any earthworks and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas. Sediment and erosion control plan is to be approved prior to the issue of a construction Certificate.

Reason: To ensure protection of the environment by minimising erosion and sediment.

#### 15. DRAINAGE DESIGN

The applicant shall show that the development will not increase the limits of upstream and downstream flooding for floods over the range of 1 in 1 year to the 1 in 100 year Average Recurrence Interval (ARI) storm events by the inclusion of on-site stormwater detention controls. Additionally the provision of a water quality control system to treat the stormwater runoff from the development as outlined in Council's DCP water quality performance guidelines and statement of environment effects. A detailed drainage design shall be prepared for the disposal of roof and surface water from the site, including any natural runoff currently entering the property. Details of on-site storage and the method of controlled release from the site and connection to an approved drainage system in accordance with Council's Development Engineering Specifications, and Wetland manual.

The detailed plans, specifications and copies of the calculations, including existing and proposed surface levels, sub-catchments and conduit sizing appropriate for the development prepared by suitably qualified and experienced person in the field of hydrology

and

hydraulics.

Note: Construction shall be completed prior to the release of the Subdivision Certificate. Construction shall be staged to reflect the road construction staging. Reason: To ensure that the development is adequately drained and will not increase the flood hazard or flood damage to other properties or adversely affect flood behaviour.

#### 16. DRAINAGE EASEMENT

The applicant shall provide an inter allotment drainage easement 2.0m wide to drain proposed Lots that do not naturally drain to the roads. Construction of the drainage line together with the necessary grated yard inlet pits shall be carried out in accordance with Council's Development Engineering Specifications - full details shall be submitted to and approved by Council prior to release of the Construction Certificate.

Note:

- (a) A suitable 88B instrument creating the easement, in accordance with the requirements of the Conveyancing Act 1919, shall be submitted to Council prior to the issue of a Subdivision Certificate.
- (b) Construction shall be completed prior to the issue of a Subdivision Certificate. Reason: To provide the necessary legal right to drain through adjoining lots where necessary.

#### 17. WORK AS EXECUTED PLANS

The registered proprietor of the land shall submit a works-as-executed (WAE) drawing of the completed civil works in hard copy and a dwg file suitable for Council's GIS system

The WAE plan shall be submitted to and approved by Council prior to the issue of a Subdivision Certificate.

Reason: To ensure the stormwater detention system has been constructed in accordance with the design plans.

#### 18. WATER AND SEWER

Water and sewer reticulation system necessary to service the development must be provided in accordance with Council's requirements. All services are to be designed and constructed in accordance with Council's Development Construction Standards for Water and Sewer (Oct 1996). The design plans must be approved by Council prior to the issue of the Construction Certificate.

Prior to the issue of a the Subdivision Certificate a certificate of compliance from Singleton Council under Section 68 of The Local Government Act 1993 for this development shall be submitted to Council.

Connections to Council's existing water and sewer reticulation systems are to be carried out by Council. At the Developer's request Council will provide estimated costs to carry out the works. Ensure that all public utility service pipes ,mains and conduits are laid and/or installed in all new roads and existing roads, as part of the construction and drainage works associated with the subdivision

You are advised to contact Council's Utilities Co-ordinator prior to undertaking this work.

Reason: To comply with Council policy.

#### 19. POWER SUPPLY

The applicant will provide documentary evidence from Ausgrid that satisfactory arrangements have been made for the provision of underground power to all lots, prior to the release of a Subdivision Certificate and to include:

- The provision of easements in favour of Ausgrid over private land for existing and proposed power lines and where the development required the relocation of power lines for other assets of Ausgrid.
- The provision of a grid based underground electricity supply to each of the resultant lots on the subdivision.
- Ensure that all public utility service pipes, mains and conduits are laid and/or installed in all new roads and existing roads, as part of the construction and drainage works associated with the subdivision.

Electricity supply shall be staged to service those lots created by the staging of the road construction.

Reason: To ensure the provision of power to each resultant lot in accordance with Council policy.

#### 20. TELEPHONE SUPPLY

The applicant shall provide documentary evidence from Telstra that satisfactory arrangements have been made for the supply of telephone services to each of the proposed lots and have satisfied any requirements for the National Broadband Network.

Telephone supply shall be staged to service those lots created by the staging of the road construction.

Reason: To ensure the provision of usual services to each of the lots.

#### 21. SERVICE RELOCATIONS

The registered proprietor of the land shall be responsible for all costs incurred in the necessary relocation of any services affected by the required construction works. Council and other service authorities should be contacted for specific requirements prior to commencement of any works.

Reason: To ensure that any required alterations to utility infrastructure are undertaken to acceptable standards at the developer's cost.

#### 22. VEGETATION

Any vegetation and/or trees removed as a consequence of this approval will not be burnt on the site. Onsite mulching of the material is recommended and to be used for landscaping.

Trees which are required to be removed as part of this consent which contain, or potentially contain hollows, are to be sectionally dismantled taking care to minimise harm to resident wildlife. Tree removal and dismantling must be supervised by an experienced wildlife carer who holds an appropriate National Parks and Wildlife Services Licence. Wildlife must be relocated locally to an area with adequate resources and provided with a nest box. Provide a report to Council identifying the findings of the identification and relocation of wildlife.

Reason: To prevent environmental pollution

#### 23. ARCHITECT DESIGNED LANDSCAPING

Prior to the issue of a Construction Certificate, detailed landscaping plans are to be submitted to and approved by Council for street tree planting and other landscaping works for the development.

The landscaping design is to be prepared by a suitably qualified landscape architect. Landscaping is to be implemented in accordance with the plans approved by Council. All landscaping works are to be completed prior to the issue of the Subdivision Certificate.

A twelve months maintenance period (or other period approved by Council) will apply for all landscaping works and Council will require a bank guarantee or cash bond as security equal to the amount of 5% of the landscape construction works to ensure that plantings are properly maintained and established at handover at the end of the maintenance period, or as may be agreed with Council.

Landscape construction works include the provision and maintenance of landscaping, including street tree planting, fully turf footpaths from kerb to boundaries and revegetate disturbed areas.

Staging of the landscape works is to reflect staging of the road construction.

Reason: To ensure the development is appropriately landscaped in accordance with the requirements of the Locality Based Provisions of the Singleton Development Control Plan for the Bridgman Ridge urban release Area.

#### 24. ROAD CONSTRUCTION

The registered proprietors of the land shall construct the following in accordance with Council's Development Engineering Specifications, this condition and Austroads and set out on a set of plans, four (4) copies which are to be submitted to and approved by Council, prior to the release of the Construction Certificate. Note the applicant will be required to enter into a works agreement with Council under Section 138 of the Roads Act for any works within an existing public road.

#### STAGE 1

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development. Road-1 is to connect with Maison Dieu Road.
- (b) Road alignments are as follows:
  - o Road-1 4.5-11.6-5.5
  - o Road-4 4.5-9.0 4.5
  - o Road-5 4.5-8.0 4.5
  - o Road-8 4.5-9.0 4.5
- (c) Road 1 pavement design for 1x10<sup>6</sup> ESA's with a wearing Course of AC14, minimum thickness 40mm over 7mm primer seal.
- (d) Road 4, Road 5 and Road 8 pavement design for 3x10<sup>5</sup> ESA's with wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (e) Maximum longitudinal grade of Road -1 should be 12%.
- (f) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (g) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (h) Provide a pavement design for all roads to Council for approval.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.
- (m) Signs and pavement markings are to be provided in accordance with relevant Australian standards for all Roads.
- (n) Urban Basic Right Turn(BAR) is to be constructed at the intersection of Maison Dieu Road and Proposed Road 1 in accordance with AUSTROADS-Guide to traffic engineering practice – part 4A.
- (o) Local Area Traffic management devices (LATM) are provided in Road-1 to achieve nominated design speeds generally where road geometry cannot satisfy this requirement LATM devices shall generally be design accordance with Austroads publications and AS1742. 13.

Reason: To ensure that adequate and safe all-weather access is available to the development.

#### STAGE 2

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road-8 4.5-9.0 4.5
- (c) Road 8 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Road-1 should be 12% and Road-8 should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 8.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
  - (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### **STAGE 3**

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road 4 4.5 9.0 4.5
- (c) Road 4 pavement design for  $3x10^5$  ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.

- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.
- (m) Road 1 is to intersect with the common boundary of Lot 41 DP 1112190 at a point defined by commencing at the most easterly corner of lot 1221 being the common corner of Lot 1221, 1222 and the Great Northern Railway of DP 599260 thence 297.57m at a bearing of 256 degrees 23 minutes 40 seconds thence 146.335m at a bearing of 223 degrees 49 minutes 23 seconds using azimuth of DP599260 as origin. The approach bearing of Road 1 to the intersection point shall be 180 degrees 19 minutes 15 seconds. The horizontal and vertical alignment of Road 1 is to comply with Austroads guidelines for 60kph. Road 1 is to be constructed to the boundary of Lot 41.

#### STAGE 4

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road-4-4.5-9.0 4.5
  - Road 7 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4 and Road 7.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

## STAGE 5

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road-4 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (k) Minimise the number of drainage discharge points.
- (I) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
  - (m) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### STAGE 6

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road 4 4.5 9.0 4.5
  - Road 7 4.5 9.0 4.5
- (c) Road 4 and Road 7 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road-4 and Road-7.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months

maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.

- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

## STAGE 7

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road 4 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

## 25. CONSTRUCTION MANAGEMENT PLAN

A Construction Management Plan shall be submitted to Council and approved for each stage prior to works commencing on site for each state. The management plan shall include:

- (a) Details of sedimentation and erosion control
- (b) Details of haulage routes shall be provide to Council for approval.

Note: All trucks and machinery must be free from all foreign material where such material is likely to cause pollution. An area must be set aside for the cleaning of concrete agitator trucks.

- (c) Details of dust mitigation and access roads.
- (d) Location and phone number of the site office.

Reason: To reduce the environmental impact on the site during the construction period.

#### 26. FILLING

The registered proprietor of the land shall place engineered fill on the site as required. The fill shall be placed in accordance with Council's Development Engineering Specifications and Australian Standard AS 3798 'Guidelines on Earthworks for Commercial and Residential Developments' and as follows:-

(a) The minimum gradient on the fill shall be 1.5%.

Reason: To ensure that the lots are filled to avoid ponding of water and provide access to all lots that comply with Council's driveway profile in the DCP.

## 27. DEDICATION OF ROAD

The proposed roads within the subdivision shall be dedicated as public roads at no cost to Council. The public roads shall be delineated on the final plan of subdivision submitted with the application for a Subdivision Certificate.

Road names are to be lodged with Council's Spatial Information Officer for approval prior to the issue of the Subdivision Certificate.

Road 1 is to be dedicated to the boundary of Lot 41 DP:1112190 Lot: 2 DP: 1279109 Reason: To ensure adequate physical and legal access is available to each new allotment.

(Condition 27 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 28. SUBDIVISION CERTIFICATE

An application for a Subdivision Certificate is required to be submitted to Council. The application must be accompanied by the final plan of subdivision, and 2 prints pursuant to Clause 157 of the Environmental Planning and Assessment Regulation 2000.

Reason: To provide for certification of the subdivision plan.

## 29. EASEMENTS TO BE DETAILED ON LINEN PLANS

Linen plans deposited with Council for release, must contain appropriate easements to protect public infrastructure on private land(s) (water, sewer, etc) and access.

Reason: To ensure that linen plans contain appropriate easements.

#### **30. RETAINING STRUCTURES**

Where the excavation/fill is to be retained by a retaining wall above 1 metre in height, it shall be designed by a Practising Structural Engineer. The structural engineer's design and structural certification shall be submitted to Accredited Certifier prior to issue of the Construction Certificate. This condition is to be complied with prior to the issue of a Construction Certificate.

Reason: To ensure adequate provision is made to retain excavations and fill.

#### 31. ALTERATIONS TO GROUND LEVELS

Any alterations to existing surface levels on the site shall be undertaken in such a manner as to ensure that no additional surface water is drained onto or impounded on adjoining properties. Full details of existing and proposed surface levels shall be submitted to and approved by Council prior to release of the Construction Certificate. Reason: To ensure that such alterations to surface levels do not disrupt existing stormwater flows in the vicinity.

#### 32. SURVEY MARKS

There is to be no interference with, or destruction of survey marks. Council is to be advised in writing if any such interference occurs.

Reason: To protect the integrity of existing survey marks.

# 33. (Condition 33 was deleted under 8.2013.127.4 (PAN-477654) as determined 13/12/2024)

#### 34. ROADS AND MARITIME SERVICES REQUIREMENTS

The following conditions have been requested by Roads and Maritime Services:

"Roads and Maritime has reviewed the information provided and has no objections to the proposed development of Stage 1 (30 Lots) provided the following matters are addressed and included in Council's conditions of development consent."

a) Provision shall be made within the subdivision for a future road connection to the proposed Settlers Rise subdivision and Darlington Road via the proposed railway underpass. Specifically, public access via a formed road must be provided to the Settlers Rise boundary in the location indicated by the registration of the 81<sup>st</sup> lot.

Comment: Provision must be made for a connector road to the Settlers Rise subdivision to the south. To minimise the works required at the New England Highway / Maison Dieu Road intersection it is imperative that a road connection between this intersection and Darlington Road be made. Should the Darlington Road connection not be possible, Road and Maritime would appreciate the opportunity to revise its requirements.

(Condition 34 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

## 35. Architectural Upgrades for Traffic Noise Mitigation

To ensure adequate noise attenuation for future residential development within the subdivision, the applicant shall implement architectural upgrades for traffic noise mitigation in accordance with the recommendations of the approved Traffic Nosie Assessment.

Details of the required architectural upgrades shall be incorporated into the Section 88B Instrument to be registered on the title of the affected lots, ensuring the ongoing application of these requirements for future allotments.

Reason: To ensure acceptable internal noise levels and protect residential amenity.

(Condition 35 was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

## 36. Vegetation Management Plan

Implementation of the approved Vegetation Management Plan must commence immediately after receiving written approval from council. All works are to be carried out in accordance with the VMP approved schedule of works.

Monitoring reports on the progress of the VMP are to be submitted to and approved by Council's Ecologist once every twelve (12) months for the duration of the VMP for 5 years starting from the date on ground works commence.

Reason: To manage the habit removal

(Condition 36 was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

## **Advice to the Consent Authority**

- On Council's determination a copy of the Notice of Determination should be forwarded to Roads and Maritime within the appellant period for advice / consideration and action where required.
- 2. Conditions of development consent do not guarantee Roads and Maritime consent to the specific road works, or other structures or works for which it is responsible. The developer must obtain Roads and Maritime authorisation in writing prior to the commencement of any road works on the New England Highway, including traffic management, temporary or permanent road works associated with the proposed development.
- 3. In determining the application under Part 4 of the Environmental Planning and Assessment Act, 1979, it is the consent authority's responsibility to consider the environmental impacts of any road works which are ancillary to the development. This includes any works which form part of the proposal and/or any works which are deemed necessary to include as requirements in the conditions of development consent. Depending on the level of environmental assessment undertaken to date and nature of the works, the consent authority may require the developer to undertake further environmental assessment for any ancillary road works.

## **Advice to the Developer**

- 4. Following development consent, early discussion with Roads and Maritime Project Manager is recommended. Roads and Maritime will initiate the WAD process by sending out a letter and information pack on receipt of the Notice of Determination, including the name and contact details of the Project Manager.
- 5. As the WAD process, including acceptance of design documentation and construction can take considerable time, you should allow sufficient lead time within the project development program to ensure that all documentation and works are completed in advance of occupation. Roads and Maritime will not consider granting concurrence to occupation until it is satisfied all documentation and works under the WAD have been completed.
- 6. Authorisation to commence construction will only be granted when Roads and Maritime is satisfied that all requirements under the WAD have been met by the developer, including Roads and Maritime fees and charges, an unconditional bank guarantee for the full value of the works, detailed design documentation, environmental assessment, road occupancy license, among other matters. Roads and Maritime will issue a letter to the developer advising of this authorisation.
- 7. Any property acquisition / dedication required to accommodate the State road works / traffic control signals associated with the proposed development shall be at full cost to the developer, including all legal and survey costs. This land shall be dedicated by the developer as public road reserve in favour of the Council, as the owner.
- 8. Part of the developers' timeline should make provision for Roads and maritime to satisfy its obligations under the *Environmental Planning and Assessment Act 1979* (EP&A Act) to assess the environmental impacts of the works within the road reserve. Further investigation and assessment to that undertaken for the development consent may be required to the satisfaction of Roads and Maritime, under Part 5 of the EP&A Act.
- It is recommended that the developer use design consultants with the experience and knowledge of the Roads and Maritime design requirements, in particular the Austroads Guide to Road Design 2009 (with Roads and Traffic Authority supplements) and relevant Australian Standards.
- 10. A fact sheet providing further information on the WAD process can be obtained from the Roads and Maritime Private Developments Website at: http://www.rta.nsw.gov.au/roadprojects/community\_environment/private\_development s.html
- 11. Construction on a State road and / or traffic control signals requires the engagement of a Roads and Maritime pre-qualified contractor. A list of pre-qualified contractors can be found on the Roads and Maritime website below.

Other Approvals
list Local Government Act
1993 approvals granted
under s 68 N/A
general terms of other
approvals integrated as
part of the consent
(list approvals) 1. M

- Water Management Act 2000 issued by the NSW Department of Planning and Environment-Water.
   Roads Act 1993 issued by NSW Transport – Road &
- 2. Roads Act 1993 issued by NSW Transport Road & Maritime Services (RMS).

## 3. Rural Fires Act 1997 issued by NSW Rural Fire Service.

## **Right of Appeal**

To the extent provided for by Section 97 of the Act, an applicant who is dissatisfied with the determination of this application may appeal to the Court within six (6) months of the date of this notice.

Section 98 of the Act provides that an appeal to the Court may be made by an objector who is dissatisfied with the determination of an application for designated development. Such an appeal must be made within 28 days of the date on which notice is given and must be in accordance with the regulations and rules of the court.

Sections 97 and 98 of the Act do not apply in respect of a development consent declared to be valid or validly granted under Section 25C of the Land and Environment Court Act 1979.

## 1. Report

#### 1.1. Introduction

The report provides an assessment of the application which has been made in accordance with the *Environmental Planning and Assessment Act*, 1979 (EP&A Act), Singleton Local Environmental Plan, 2013 (SLEP) and Development Control Plan, 2014 (DCP).

It has been confirmed that the proposed modification of the development consent is substantially the same development as for which the original consent was granted. Accordingly, the approval path for the proposed modification is via Section 4.55(2) other modifications under the EP&A Act 1979.

The proposed development is classified as nominated integrated development. Accordingly, it was externally referred to the NSW Rural Fire Service, Transport for NSW, and the Department of Planning and Environment – Water. Internal referrals were also made to Council's Development Engineer, Ecologist, Water and Sewer Engineer, Environmental Compliance Officer, and Traffic Engineer.

## 1.2. Site History, Location and Context

The property is located at 3 Maison Dieu Road, Gowrie and is described as Lot 20 DP 1282153. The subject land comprises multiple zones, including R1 General Residential, R2 Low Density Residential, RE1 Public Recreation, and RE2 Private Recreation. To the west of the site are several lots zoned C4 Environmental Living. To the north, two (2) lots are zoned SP2 Infrastructure. The eastern boundary adjoins the Singleton Bypass, which is currently under construction, while to the south lies the Settlers Rise residential area.



Figure 1: Site Location

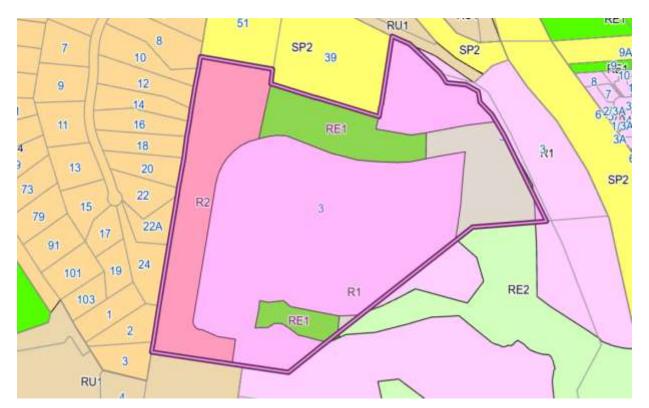


Figure 2: Land Zoning

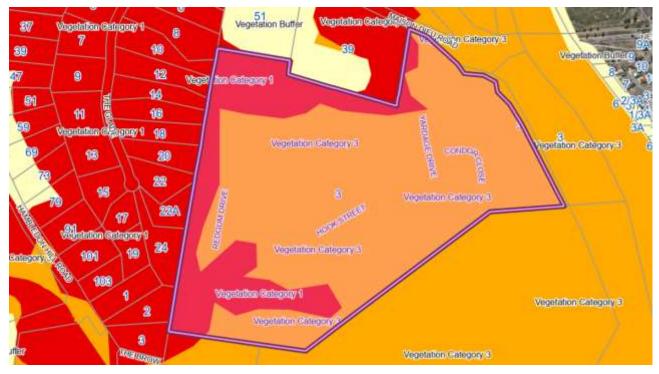


Figure 3: Bushfire Prone Land

## 2. The Proposed Development

The modifications are limited to amendments in the staging of the subdivision as well as minor changes to layout of the subdivision, resulting in a marginal increase in the number of resulting lots.

The proposed modification seeks to create 195 residential lots, with an increase of 21 lots, across 8 stages. Table 1 sets out the proposed changes.

Table 1: Comparison of Staged Subdivision

Subdivision	Plan Appr	oved on 7	Proposed Modification 8.2013.127.3			
April 2014 (DA127/2013)						
Stage	Lot #	Number	Stage	Lot #	Number	Change
1	101 - 130	30	1	101 - 130	30	Nil
2	201 - 220	20	2	201 - 212	12	<b>↓8</b>
3	301 - 330	30	3	301 - 327	27	<b>↓</b> 3
4	401 - 426	26	4	401 - 428	28	↑2
5	501 - 517	17	5	501 - 521	21	<u></u> ↑4
6	601 - 631	31	6	601 - 629	29	↓2
7	701 - 720	20	7	701 - 725	25	<b>↑</b> 5
-		8	801 - 823	23	↑23	
Total		174			195	↑21

There are no changes proposed to Stage 1, and a net reduction across existing approved stages of two (2) lots. The addition of Stage 8 results in an overall yield change of 21 lots, representing a 12% increase in the total number of residential lots.

## **Previous Relevant Approvals**

The original application for subdivision was approved by Council on 7 April 2014.

One (1) modification application has previously been approved for amendments to the development:

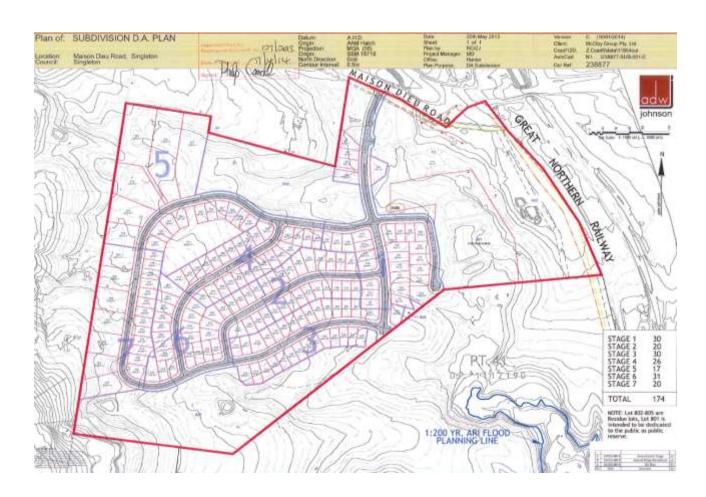
## DA 8.2013.127.4 – Section 4.55(1a)

Lodged on 23 October 2024, this application sought to amend and remove conditions that had become redundant because of the Singleton Bypass construction. The application was referred to Transport for NSW (TfNSW) who were in support of the proposal and the modification was subsequently approved under delegated authority on 13 December 2024.

This modification application did not require reporting to Council for determination, as under the *Determination of Development Applications by Council Policy* only modification applications under s4.55(2) of the EPA Act that were originally reported to Council will be reported for determination.



Figure 4: Proposed Subdivision Layout



The change in lot layout can be seen in Figure 4 and Figure 5.

#### 3. Consultation and Submissions

The application and supporting documentation were publicly exhibited for a period of 28 days, from 30 September 2024 to 28 October 2024. As a result of the exhibition process, two (2) submissions were received. One (1) submission was subsequently withdrawn on 13 February 2025 following an agreement between the submitter and the developer regarding a proposed pathway.

The concerns raised in the remaining submission have been considered, and appropriate mitigation measures have been recommended as conditions of consent, including conditions 3, 6 & 7. The key concerns in the submission include:

- Vegetation corridors
- Light spill
- · Easement, covenant or restriction to user
- Zoning
- Architectural design

The objections represent 1.41% of the properties notified.

A summary of these submissions has been included at **Attachment 2**, which includes a response to the concerns raised.

## 4. Statutory Considerations

The proposed development is subject to the environmental assessment requirements specified in the Environmental Planning and Assessment Act 1979, specifically the provisions of sections 4.15 (1) and 4.55 (2).

## 4.1. Environmental Planning and Assessment Act 1979 Section 4.55 Modifications of Consents

Section 4.55 of the Act sets out the matters to be considered in the assessment of a modification involving minor environmental impact. The consent authority must not grant consent unless:

- (a) it is satisfied that the proposed modification is of minimal environmental impact, and
- (b) it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted and before that consent as originally granted was modified (if at all), and
- (c) it has notified the application in accordance with:
  - (i) the regulations, if the regulations so require, or
  - (ii) a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent, and

(d) it has considered any submissions made concerning the proposed modification within any period prescribed by the regulations or provided by the development control plan, as the case may be.

The application has suitably demonstrated that the development is substantially the same development as previously approved. Accordingly, the application satisfies the provisions of s4.55 of the Act.

The following Environmental Planning Instruments relate to the proposed modification application:

- State Environmental Planning Policy (Hazards and Resilience) 2021
- State Environmental Planning Policy (Transport and Infrastructure) 2021
- Singleton Local Environmental Plan 2013

## 4.1.1. State Environmental Planning Policy (Hazards and Resilience) 2021

The aim of the policy is to promote the remediation of contaminated land for the purpose of reducing the risk of harm to human health or any other aspect of the environment. Clause 4.6(1) of State Environmental Planning Policy (Hazards and Resilience) 2021 is relevant to the assessment of this Development Application.

Clause 4.6(1) requires that consent not be granted until Council has considered whether the land is contaminated. If the land is contaminated, the Council needs to be satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out.

As there is no historical evidence of the site being previously used for a purpose which would result in the land being contaminated, further testing of the site in respect of contamination is not warranted in this instance.

# 4.1.2. State Environmental Planning Policy (Transport and Infrastructure) 2021

As this development is a traffic-generating development, this application was referred to Transport for NSW (TfNSW) for advice. The New England Highway (HW09) is a classified (State) road and Maison Dieu Road is a local road. In accordance with Section 7 of the *Roads Act, 1993*. TfNSW has reviewed the information provided and raises no objection to the proposed modification

## 4.1.3. Singleton Local Environmental Plan 2013

## 4.1.3.1. Permissibility

The proposed development is in R1 General Residential, R2 Low Density Residential, RE1 Public Recreation, and RE2 Private Recreation zones, and subdivision is permissible in these zones. The modification application is for amendment of the subdivision layout. As modified, the development is consistent with the relevant provisions of the SLEP 2013 as per the outcomes of the original assessment report.

## 4.1.3.2. Relevant Clauses

Relevant Clauses	Compliance with clause objectives	Comments/Rationale
7.1 Earthworks	To ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.	Earthworks proposed are considered to be reasonable and will not result in any detrimental impact upon the surrounding environment, quality of material to be removed or brought to the site, amenity of adjoining neighbours, the drinking water catchment, environmentally sensitive areas or relics.
7.6 Riparian land and watercourses	<ul> <li>(a) water quality within watercourses,</li> <li>(b) the stability of the bed and banks of watercourses,</li> <li>(c) aquatic and riparian habitats,</li> <li>(d) ecological processes within watercourses and riparian areas.</li> </ul>	This application was referred to Department of Planning and Environment – Water, and the General Terms of Approval has been received.
7.10 Essential services	Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required—	No changes to the provision of essential services are proposed as part of the modification application. Existing conditions of consent regarding essential services will remain.

Infrastructure & Planning Report (Items Requiring Decision) - DI&P49/25

Relevant Clauses	Compliance with clause objectives	Comments/Rationale
	<ul> <li>(a) the supply of water,</li> <li>(b) the supply of electricity,</li> <li>(c) the disposal and management of sewage,</li> <li>(d) stormwater drainage or on-site conservation,</li> <li>(e) suitable vehicular access.</li> </ul>	

## 4.2. Environmental Planning and Assessment Act 1979 Section 4.15 (1)(a)(ii)

There are no draft EPIs related to this development. This section is not relevant.

## 4.3. Environmental Planning and Assessment Act 1979 Section 4.15(1)(a)(iii)

The Singleton Development Control Plan (DCP) 2014 applies to the land with the following clauses of particular relevance to the proposal:

Relevant Clauses	Compliance with clause objectives	Comments/Rationale
2.2 Public open space for residential subdivision	(a) to provide open space for the enjoyment of residents, (b) to ensure that public open space is suitably designed and located, (c) to identify when it may be necessary to dedicate land for the purposes of open space and recreation.	Complies Lots are within 500m of public open space that is at least 0.5ha in area (Reserve 26 - Apex/Heuston Lookout).
2.3 Street tree planting for subdivision in certain residential, business and industrial zones	<ul> <li>(a) to ensure subdivisions are appropriately landscaped,</li> <li>(b) to ensure that street tree selection and planting takes into consideration maintenance and safety aspects.</li> </ul>	Complies Street trees will be provided at a minimum of one tree per 20 metres of lot frontage.
2.6 Lot shape and dimensions for certain village and residential subdivision	(a) to ensure that allotments created by subdivision are of adequate shape and dimensions to suit the purpose for which they are being created, (b) to provide sufficient street frontage for placement of bins for collection to avoid	Complies Any lot resulting from the subdivision is of suitable size and shape to contain a building envelope that is appropriately located and complies with relevant building

Relevant Clauses	Compliance with clause objectives	Comments/Rationale
	placing bins in front of other properties, (c) to avoid battle-axe lot creation.	setbacks. Lot design is of suitable size and shape to provide adequate private open space and comply with hazard management and sewage disposal requirements. The subdivision is appropriate having regard to the natural and physical constraints of the land.
2.8 Passive solar design for certain residential subdivision	<ul> <li>(a) to ensure that residential lots are designed to maximise solar access opportunities,</li> <li>(b) to achieve good urban design outcomes for residential development.</li> </ul>	Complies No negative impacts on solar access as a result of the modification application.
2.16 Environmental outcomes	(a) to encourage environmentally responsible design. (b) to achieve biodiversity outcomes, minimising the potential for land degradation. (c) to preserve and retain trees and vegetation which positively contributes to the amenity of an area and character of local areas. (d) to provide guidelines for the management of trees and vegetation associated with development under Part 4 of the Environmental Planning and Assessment Act 1979. (e) to ensure no net loss of vegetation	Complies A landscaping plan and vegetation management plan have been provided.
2.21 Earthworks and retaining	(a) to avoid the need for excessive cutting and filling, (b) to encourage building design to work with the natural topographical conditions of the site, (c) to encourage	Complies All cut or fill will occur within the site boundaries.

Relevant Clauses	Compliance with clause objectives	Comments/Rationale
	construction techniques which provide opportunities	
	to minimise cut and fill.	

## 4.4. Environmental Planning and Assessment Act 1979 Section 4.15 (1)(a)(iiia)

There is no planning agreement or draft planning agreement that has been entered into that relates to the proposed development.

## 4.5. Environmental Planning and Assessment Act 1979 Section 4.15 (1)(b)

This section of the Act requires consideration to be given to the impact of the proposed development on the natural, built, social and economic environments.

As demonstrated by the above assessment and outcomes of the original assessment report, the proposed development is unlikely to have a significant adverse impact on both the natural and built environment. There are no additional impacts anticipated outside of those already addressed elsewhere in this report.

#### 4.5.1. Internal Referrals

## Development Engineering

☑ a) Application supported subject to conditions

## **Environmental Compliance**

☑ a) Application supported with no additional environmental compliance conditions required.

#### Ecology

☑ a) Application supported subject to conditions

## Water & Sewer - AD24/95254

☑ a) Application supported subject to conditions

## Traffic Engineering – AD24/95255

□ a) Application supported subject to conditions

All conditions provided by internal referrals have been included in **Attachment 1**.

#### 4.5.2. External Referrals

## NSW Rural Fire Services – 25/37599

☑ a) Application supported subject to conditions

## Transport for NSW - 25/13594

☑ a) Application supported subject to conditions

## NSW Department of Planning and Environment – Water – 25/13593

□ a) Application supported subject to conditions

All conditions provided by external referrals have been included in **Attachment 1**.

## 4.6. Environmental Planning and Assessment Act 1979 Section 4.15 (1)(c)

This section of the Act requires an assessment of the site's suitability for the proposed development. In this case, the site is considered suitable, consistent with the findings of the original assessment.

## 4.7. Environmental Planning and Assessment Act 1979 Section 4.15 (1)(d)

In accordance with the Community Participation Plan, the application was publicly notified for a period of 28 days, from 30 September 2024 to 28 October 2024. As a result of this process, two (2) submissions were received, one (1) of which was subsequently withdrawn on 13 February 2025.

The issues raised in the remaining submission can be addressed, and appropriate mitigation measures have been recommended as conditions of consent. A map identifying the adjoining owners who were notified is provided as **Attachment 3**.

The key issues raised in the submission include vegetation corridors, light spill, easements, zoning and architectural design. The objections represent 1.41% of the properties notified.

## 1 | Concern has been raised in relation to vegetation corridors

## Objector's opinion:

- The corridor is not displayed on the proposed design
- o The corridor has not been established as part of Stage 1.
- The planting of "advanced trees" has not commenced in conjunction with Stage 1 as specified.

## • Applicant's justification:

- o The corridor is shown on the proposed modification plan.
- These lots are not being created until Stage 8.
- Landscaping works take place at the completion of civil works which will be approximately May 2025.

## • Assessment planner's comment:

- The 10m and 15m vegetation corridor has been marked as pink and green dotted line on the subdivision staging plan.
- These vegetation corridors are located on the lots in Stage 7 and Stage 8.

<u>Assessment planner's conclusion</u>: The concerns raised have been reviewed and are not considered to be substantiated

## 2 | Concern has been raised in relation to light spill

#### Objector's opinion:

Road design within the proposed modification changes the direction of roads to run in a perpendicular manner to the existing boundary. Direction traffic will now risk light spill created from vehicles to escape the boundary and into residence (directly into living areas) without the existence of effective screening. Additionally, the land contour (without understanding final design) will currently direct lights in an uphill manner directly into my residence living areas. This is already being experienced due to the clearing of the development. To date, no studies have been provided addressing this potential impact to neighbouring properties.

## Applicant's justification:

 Screening planting will be established as required by the Conditions of the Consent. Dwellings will also be built on these lots to further obscure light spill from vehicles. It is not uncommon for an internal road to lead toward residential lots.

## • Assessment planner's comment:

This concern is considered to relate to the previously raised issue.
 Following the establishment of vegetation corridors, light spill is expected to be significantly reduced.

#### 3 Concern has been raised in relation to easements

## • Objector's opinion:

 No easements have been identified within the proposed designs, therefore I am seeking to understand design factors relating to any easements, set-offs or corridors that directly adjoin our boundary.

## • Applicant's justification:

 The easement as specified within Conditions 6 and 7 will be created when the Lots are registered with the relevant stage.

## Assessment planner's comment:

o Conditions 6 and 7 related to easements and will be retained.

## 4 Concern has been raised in relation to zoning

## • Objector's opinion:

 Section 1 of the Ecological Assessment states the development to be R1 – General Residential & RE1 – Public Recreation. Can it be confirmed that the Assessment included areas zoned R2 (Western allotments Stage 7 & 8).

## • Applicant's justification:

These areas were included. The zoning names have since changed.

## • Assessment planner's conclusion:

 The concerns raised in relation to this matter have been addressed.
 The zoning for the lots along western boundary is R2 Low Density Residential.

## 5 Concern has been raised in relation to architectural design

## • Objector's opinion:

 Is it possible to understand conditions relating to construction design of future residence (similarly to Condition 23 ARCHITECT DESIGNED LANDSCAPING)? I would like to understand if the

proposed design and consent place conditions on construction design, particularly on lots along the western boundary (adjoining the Glade).

## • Applicant's justification:

No, the consent does not place conditions on construction design.
 The developer place restrictions on the type of dwelling and have design guidelines on their website accordingly.

## • Assessment planner's comment:

 The modification application is to amend the subdivision layout and doesn't involve any residential accommodation design. These matters will be addressed at future development application stage for dwellings.

## 4.8. Environmental Planning and Assessment Act 1979 section 4.15 (1)(e)

The proposal is considered to be in the public interest for the following reasons:

- <u>Facilitation of Future Housing Supply:</u> The development will enable additional housing opportunities within the locality, contributing to the availability and diversity of residential lots to support population growth and community needs.
- Consistency with Strategic Planning Controls: The application is consistent with the
  relevant provisions of the Singleton Local Environmental Plan (SLEP) and the
  Singleton Development Control Plan (DCP). The proposal aligns with the strategic
  planning objectives and development standards intended to guide orderly and
  sustainable development within the local government area.
- <u>Support from Relevant Authorities</u>: The proposal has been reviewed and is supported by all relevant internal Council referral officers, including engineering, environmental, and ecology. Additionally, no objections have been raised by external State Government agencies consulted as part of the assessment process, indicating broad regulatory support for the proposal.

# 5. Other Matters to Consider Under the *Environmental Planning and Assessment Act 1979* and Regulations

## 5.1. Section 7.11 – Development Contributions

Section 7.11 Contributions are payable on the proposed development. An update on the contribution fees is included as **Attachment 4**.

## 6. Conclusions

Council has assessed the merits of the proposal, taking into account the issues raised in the submissions and is satisfied that the impacts have been appropriately addressed through the amended design and/or the recommended conditions of consent.

The proposed development, as detailed in Section 2 of this assessment report, is considered generally consistent with the relevant objectives and provisions of the applicable planning instruments, including the relevant State Environmental Planning Polices, Singleton Local Environmental Plan and the Singleton Development Control Plan. The design responds appropriately to the site context and planning controls and demonstrates a considered approach to land use.

The environmental impacts of the development, including those relating to traffic, stormwater, vegetation, and amenity, have been assessed and are deemed to be acceptable, subject to the implementation of recommended mitigation measures and conditions of consent.

The social impacts, such as housing supply and neighbourhood character, have also been considered and are likewise found to be acceptable. The proposal will contribute to the orderly and economic use of land within an established urban area and support the provision of future housing opportunities. On this basis, the development is recommended for approval.

#### **Attachments**

- **AT-1** Draft Modification Notice of Determination
- AT-2 8.2013.127.3 Summary of Submissions Lot 20 DP 1282153 3 Maison Dieu Road MCDOUGALLS HILL
- AT-3 8.2013.127.4 Adjoining Owners MAP 3 Maison Dieu Road GOWRIE
- AT-4 8.2013.127.3 Contribution Payment Schedule Lot 20 DP 1282153 3 Maison Dieu Road GOWRIE
- AT-5 8.2013.127.3 Proposed Subdivision Layout Plan Lot 20 DP 1282153 3 MAISON DIEU ROAD GOWRIE PAN-472359
- AT-6 8.2013.127.1 Original Approved Subdivision Plan Lot 20 DP 1282153 3 Maison Dieu Road, GOWRIE



# Notice of Determination of Modification of Consent

Under section 4.55 and Schedule 1 Clause 20(2) of the Environmental Planning and Assessment Act 1979

#### NOTICE OF DETERMINATION FOR MODIFICATION OF DEVELOPMENT CONSENT

Application number	8.2013.127.3		
Applicant	McCloy Singleton Pty Limited		
	PO Box 2214 DANGAR NSW 2309		
Description of development	S4.55 (2) - Modification		
Property	3 Maison Dieu Road GOWRIE 2330		
	Lot: 20 DP: 1282153		
Determination	Approved		
	Consent Authority		
	o Council		
Date of determination	15 July 2025		
Date from which the consent operates	7 April 2014		
Date on which the consent lapses	7 April 2019		
Approval bodies that have given general terms of approval	Water Management Act 2000 issued by the NSW Department of Planning and Environment-Water.		
	<ol> <li>Roads Act 1993 issued by NSW         Transport – Road &amp; Maritime Services         (RMS).     </li> </ol>		
	3. Rural Fires Act 1997 issued by NSW Rural Fire Service		

Under section 4.55(2) of the EP&A Act, notice is given that the above application to modify 8.2013.127.3 has been approved, subject to the conditions specified in this notice and as described in the Modification Summary.

#### **Reasons for approval**

The proposed development, subject to the recommended conditions, is consistent with the objectives of the applicable environmental planning instruments, being;

 Singleton Local Environmental Plan 2013 (SLEP), State Environmental Planning Policy (Resilience and Hazards) 2021, State Environmental Planning Policy (Biodiversity and Conservation) 2021 and State Environmental Planning Policy (Transport and Infrastructure) 2021.

- The proposed development, subject to the recommended conditions, is consistent with the objectives of the Singleton Development Control Plan 2014 (SDCP).
- Subject to the recommended conditions the proposed development will be provided with adequate essential services required under the SLEP.
- The proposed development is considered to be of an appropriate scale and form for the site and the character of the locality.
- The proposed development, subject to the recommended conditions, will not result in unacceptable adverse impacts upon the natural or built environments.
- The proposed development is a suitable and planned use of the site and its approval is within the public interest.
- Council has given due consideration to community views when making the decision to determine the application.

#### Right of appeal / request a review of the determination

If you are dissatisfied with this determination:

#### Request a review

You may request a review of the consent authority's decision under section 8.3(1) of the EP&A Act. The application must be made to the consent authority within 28 days from the date that you received this notice provided that an appeal under section 8.9 of the EP&A Act has not been disposed of by the Court.

#### Rights to appeal

You have a right under section 8.9 of the EP&A Act to appeal to the Court within 6 months after the date on which the determination appealed against is notified or registered on the NSW planning portal.

The Dictionary at the end of this consent defines words and expressions for the purposes of this determination.

Singleton Council

## **Modification Summary**

Application Number (PAN#)	Determination Date	Modification Description	
8.2013.127.4 (PAN-477654)	03/12/2024	Deletion of Condition 33 Amendment of Condition 34	
8.2013.127.3 (PAN-472359)	<mark>15/07/2025</mark>	Amended Conditions 1, 2, 3, 4, 6	
		<mark>7, </mark> 24, 27 and 34	
		Deleted Condition 10 and 11	
		Added Conditions 11a, 35 and 36	

#### **Terms and Reasons for Conditions**

Under section 118(3)(a) of the EP&A Regulation, the consent authority must provide the terms of all conditions and reasons for imposing the conditions other than the conditions prescribed under section 4.17(11) of the EP&A Act. The terms of the conditions and reasons are set out below.

#### 1. APPROVAL IN ACCORDANCE WITH THE PLANS

The development will be carried out in accordance with the development application, accompanying plans and documents described and dated as follows except as modified by the conditions of development consent; =

- Subdivision DA Plan prepared by adw Johnson Rev C, dated 25/03/14.
- Ecological Assessment prepared by Firebird ecoSultants Pty Ltd for A Proposed
   Subdivision at Singleton Golf Course off Maison Dieu Road, Singleton dated 22 May 2013.
- Preliminary Geotechnical Investigation prepared by Cardno Pty Ltd (Ref: 1521-002/0)
   dated May 2013.

Approved Plans				
Plan number	Revision number	Plan title	Drawn by	Date of plan
Figure-29	<mark>G</mark>	Civil Services	ACOR	<mark>03/06/2025</mark>
		Staging Plan	<b>Consultants Pty</b>	
			<mark>Ltd</mark>	
Figure-2	G	Civil Services	ACOR	03/06/2025
		Layout and	Consultants Pty	
		<mark>Staging Plan</mark>	<mark>Ltd</mark>	
LO1	C	<b>Landscape</b>	Green Space	June 2025
		<mark>Master Plan</mark>	<mark>Planning Co.</mark>	
LO2	C	Species Schedule	Green Space	June 2025
	_		Planning Co.	

Approved documents			
Document title	Version number	Prepared by	Date of document
Traffic Impact	3	StreetWise Road	<mark>05 March 2024</mark>
<mark>Assessment</mark>		Safety & Traffic	
		Services Pty Ltd	
Vegetation	<mark>2</mark>	Firebird ecoSultants	13 April 2023
<mark>Management Plan</mark>		Pty Ltd	
Ecological Assessment	<b>Unreferenced</b>	Firebird ecoSultants	10 September 2024
		Pty Ltd	
Bushfire Threat	<mark>Unreferenced</mark>	Firebird ecoSultants	22 July 2024 & 12
Assessment &		Pty Ltd	February 2025
Additional Information			
<mark>Letter</mark>			
Traffic Noise	<mark>2</mark>	Vipac Engineers and	09 September 2024
<mark>Assessment</mark>		Scientists Limited	

#### Notes:

- Any alterations to the drawings and/or documentation, as approved by Council, will require further Council consent pursuant to s96 of the Environmental Planning and Assessment Act.
- No other works or activities, other than those approved by this consent notice, may be carried out without prior consent from Council.

Reason: To ensure that the development is carried out in accordance with the submitted plans and accompanying documentation.

(Condition 1 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 2. ENVIRONMENTAL MANAGEMENT

The Following General Terms of Approval have been submitted by the Department of Primary Industries Office of Water under Section 91 of the *Water Management Act 2000* and are included as conditions on this approval:-

#### Plans, standards and guidelines

- These General Terms of Approval (GTA) only apply to the controlled activities
  described in the plans and associated documentation relating to 127/2013 and
  provided by Council:
  - (i) Site plan, map and/or surveys

Any amendment or modifications to the proposed controlled activities may renderthese GTA invalid. If the proposed controlled activities are amended or modified the-NSW Office of Water must be notified to determine if any variations to these GTA willbe required.

- Prior to the commencement of any controlled activity (works) on waterfront land, the
  consent holder must obtain a Controlled Activity Approval (CAA) under the Water
  Management Act from the NSW Office of Water. Waterfront land for the purposes of
  this DA is land and material in or within 40 metres of the top of the bank of the river
  identified.
- The consent holder must prepare or commission the preparation of:
  - (i) Watercourse crossing designs 2 crossings identified: 1 on Road 1 and 1 on Road 4
  - (ii) Maximum Harvestable Rights Dam Capacity (MHRDC) information must be provided on the capacity of the existing and proposed water bodies, and how this relates to the MHRDC for the lots upon which the water bodies are

located. If the water bodies care to be classified as a special dam exempt from harvestable rights calculation, then supporting evidence must be provided outlining how the exemption will be achieved (e.g. for nutrient control, how shallow the pond will be, what planting will be used). If this information cannot be provided adequately, then the water held within the water bodies will need licenses and/or approvals, whilst the structure holding the water bodies may need licensing. It may be necessary to purchase water from the trade market in order to achieve the volume of water required to fill these water bodies.

- 4. All plans must be prepared by a suitably qualified person and submitted to the NSW Office of Water for approval prior to any controlled activity commencing. The following plans must be prepared in accordance with the NSW Office of Water's guidelines located at <a href="https://www.water.nsw.gov.au/Water-Licensing/Approvals/default.aspx">www.water.nsw.gov.au/Water-Licensing/Approvals/default.aspx</a>
  - (i) Vegetation Management Plans
  - (ii) Riparian Corridors
  - (iii) Outlet structures
  - (iv) Watercourse crossings
- 5. The consent holder must (i) carry out any controlled activity in accordance with approved plans and (ii) construct and/or implement any controlled activity by or under the direct supervision of a suitably qualified professional and (iii) when required, provide a certificate of completion to the NSW Office of Water.

#### Rehabilitation and maintenance

6. The consent holder must carry out a maintenance period of two (2) years after-practical completion of all controlled activities, rehabilitation and vegetation management in accordance with a plan approved by the NSW Office of Water.

#### **Reporting requirements**

8. The consent holder must use a suitably qualified person to monitor the progress, completion, performance of works, rehabilitation and maintenance and report to the NSW Office of Water as required.

#### **Security deposits**

9. The consent holder must provide a security deposit (bank guarantee or cash bond) —
equal to the sum of the cost of complying with the obligations under any approval — to
the NSW Office of Water as and when required.

Bridge, causeway, culverts, and crossing

12. The consent holder must ensure that the construction of any bridge, causeway, culvert or crossing does not result in erosion, obstruction of flow, destabilisation or damage to the bed or banks of the river or waterfront land, other than in accordance with a plan approved by the NSW Office of Water.

#### **Drainage and Stormwater**

15. The consent holder is to ensure that all drainage works (i) capture and convey runoffs, discharges and flood flows to low flow water level in accordance with a plan approved by the NSW Office of Water, and (ii) do not obstruct the flow of water other than in accordance with a plan approved by the NSW Office of Water.

#### **Excavation**

18. The consent holder must ensure that no excavation is undertaken on waterfront land other than in accordance with a plan approved by the NSW Office of Water.

The following approval bodies have given general terms of approval in relation to the development:

1. Department of Planning and Environment-Water, IDAS-2024-10686 and dated 28 October 2024

A copy of the General Terms of Approval is attached to this notice of determination. The development shall be undertaken in accordance with conditions specified by the approval body.

Note: The attached GTA are not the controlled activity approval. The applicant must apply (to the Office of Water) for a controlled activity approval after consent has been issued by Council and before the commencement of any work or activity on waterfront land.

Reason: To ensure the requirements of the Department of Infrastructure Planning & Natural Resources are observed.

(Condition 2 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 3. ENVIRONMENTAL MANAGEMENT – FLORA & FAUNA

The proposed development complying with the recommendations of the ecological assessment carried out by Firebird ecoSultants Pty Ltd dated 22 May 2013 as follows;

- Within lot preservation of habitat trees and maintenance of connectivity through the
  retention of a 10m vegetation corridor within the western allotments as per Section 3.2 of
  the Gowrie Links Urban Release Area DCP,
- A 15 m vegetation corridor be established on the rear of Lots 702-706 inclusive and this area be maintained for a minimum period of 12 months.
- A 15 m vegetation corridor be established on the rear of Lots 722, Lot 723, Lot 724, Lot 815 and Lot 816, and this area be maintained for a minimum period of 12 months.
- Habitat restoration / revegetation program for areas zoned open space 6(a) and 6(b). A
  habitat restoration program, detailing tree planting regime, installation of nest boxes, etc
  should be conditioned as part of the development consent.

- An ecologist is to be present during the removal of habitat trees.
- Landscaping / habitat revegetation within the site is to use local endemic species characteristic of Central Hunter Ironbark-Spotted Gum-Grey Box Forest.
- The planting of the screening of advanced trees in vegetation corridors is to occur in conjunction with Stage 1 construction.

Reason: To mitigate potential impacts to native vegetation and threatened species.

(Condition 3 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

## 4. DEVELOPMENT CONTRIBUTIONS

Development Contributions are required to be paid for the development in accordance with the Singleton Development Contributions Plan 2008 or subsequent amending instrument/s.

Contributions are subject to annual adjustment such that actual contributions will be those current at the date of payment. At the time of preparation of the determination, development contributions for the development are as follow:

Development Type/Location:

Singleton West Urban Expansion Area Dwelling-House or Lot

Facility Type	Development Contribution per Lot/Dwelling/ETs	Number of Dwellings/ETs	Total Development Contributions at time of determination
LGA Public Open- Space & Recreation	<mark>\$3,969.00</mark>	<del>174</del>	<mark>\$690,606.00</mark>
LGA Community Facilities	\$ <mark>906.00</mark>	<del>174</del>	<mark>\$157,644.00</mark>
Singleton Traffic &- Parking Study	<mark>\$5,202.00</mark>	<del>174</del>	\$ <del>905,148.00</del>
Preparing and Administering Plans	<mark>\$151.00</mark>	<del>174</del>	\$ <del>26,274.00</del>

Contributions are to be paid prior to the release of the Subdivision Certificate (Linen Plan) for each stage of the project.

A monetary contribution pursuant to the provisions of Section 7.11 of the Environmental Planning and Assessment Act 1979 and Councils S7.11 Contributions Plan (1.11 Singleton West Urban Expansion Area Dwelling or Lot) towards to provision of the following services before

#### the release of the Subdivision Certificate (Linen Plan) for each stage of the project:

Development Description: S4.55 (2) modification - amendment of subdivision layout

Development Location: 3 MAISON DIEU ROAD GOWRIE 2330
20/-/DP1282153

Contributions Plan: Singleton Development Contributions Plan 2008 (Version 2)

Catchment: 1.11 Singleton West Urban Expansion Area Dwelling or Lot

Note: The contributions stated below have been calculated in accordance with the development contributions plan as at the date of issue. Rates are indexed on an annual basis. If contributions are not paid within the financial year in which this payment schedule is issued, the contributions payable will be determined using the indexed rates current at the time of payment.

Facility Type	Quick Code	Method	Tenements/ET's	Rate	Contribution
Bushfire Services	401	-		\$0.00	\$0.00
LGA Public Open Space and Recreation	137	per dwelling or lot		\$0.00	\$0.00
LGA and Local Public Open Space and Recreation	137	per dwelling or lot	194	\$5,321.00	\$1,032,274.00
Local Open Space and Recreation (Branxton Only)	137	per dwelling or lot		\$0.00	\$0.00
Local Community Facilities	139	per dwelling or lot	194	\$1,213.00	\$235,322.00
Public Car Parking	141	-		\$0.00	\$0.00
Rural Roads	142	per dwelling or lot serviced by a sealed Council road		\$0.00	\$0.00
Singleton Urban Roads	403	per dwelling or lot		\$0.00	\$0.00
Singleton Traffic & Parking Study	405	per dwelling or lot	194	\$6,976.00	\$1,353,344.00
Preparing and Administering Plans	135	per dwelling or lot	194	\$202.00	\$39,188.00
	•	-	•	TOTAL:	\$2,660,128.00

A copy of the Contributions Plan may be inspected at Council's Customer Service Section,

Administrative Building, Cnr Queen and Civic Avenue, Singleton or can be accessed on Council's

Website www.singleton.nsw.gov.au

The amount of contribution payable under this condition has been calculated at 29/05/2025.

This amount shall be indexed at the time of actual payment in accordance with the Consumer Price Index (CPI) as published by the Australian Bureau of Statistics.

Reason: To implement the provisions of the Singleton Development Contributions Plan 2008, a copy of which is available for inspection at Council offices during normal office hours.

(Condition 4 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 5. AHIP PERMIT TRANSFER

Prior to the commencement of any work on the site the Applicant is to make application under section 90B of the National Parks and Wildlife Act 1974 (the NPW Act) to the NSW Office of Environment & Heritage for transfer of Aboriginal Heritage Impact Permit No. 1096902 for that portion of the land owned by Singleton Golf Course and subject of The Fairways 174 lot subdivision proposed by McCloy Singleton Pty Ltd.

Reason: To ensure compliance with applicable statutory requirements having regard to the change of ownership of the land since issue of the original AHIP permit.

#### 6. PRESERVATION OF VEGETATION

Existing vegetation which provides a screening function to adjacent dwellings and located within the rear 10 metres of all proposed allotments located on the western side of proposed Road-4 Road 3 which abut existing rural residential lots fronting The Glade is to be retained. An appropriate covenant, easement or restriction to user is to be created pursuant to section 88B of the Conveyancing Act 1919 over the title of each allotment addressing this matter. The instrument is to provide that Council is a party whose consent is required to release or modify the covenant, easement or restriction as to user.

Reason: To minimise the loss of any existing vegetation and maintain privacy and amenity to existing adjacent landowners on rural residential allotments

(Condition 6 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 7. EASEMENT, COVENANT OR RESTRICTION TO USER

An appropriate easement, covenant or restriction to user is to be created over all proposed allotment located on the western side of proposed Road 4 Road 3 and which adjoin existing rural residential allotments providing for the following;

- No dwellings, sheds or other structures, other than those permitted as exempt development, are to be erected within the rear 15 metres of the allotment,
- Any fencing within 15 metres of the rear boundary is to be restricted to rural post and wire
  or other open type fencing only. Colorbond® or other solid fencing types is specifically
  excluded,
- Existing vegetation located within the rear 10 metres of these allotments, where it provides
  a privacy screening function to existing adjacent dwellings or is identified as a habitat tree, is
  to be retained.

Reason: To minimise the loss of amenity to existing rural residential allotments.

(Condition 7 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 8. STREET LIGHTING

Street lighting is to be provided to all roads and pathways for the site. The lighting is to be designed in accordance with AS1158 and the requirements of Ausgrid and all design and installation is to be at the applicant's expense. Street lighting to be staged in accordance with the staging of the road construction.

The lighting will be completed prior to the issue of a Subdivision Certificate.

Reason: To ensure that adequate street lighting is provided

#### 9. DAMAGE CAUSED DURING CONSTRUCTION

The applicant will repair any damage to a public road or associated structures such as kerb & gutter, drains, footpath and utility services caused as a consequence of the development works.

The work is to be completed to Council's satisfaction prior to the issue of a Subdivision Certificate.

Reason: To ensure that any damage to Council owned or maintained infrastructure is repaired.

#### 10. PROVISION OF FOOTPAVING

The provision, at no cost to Council, of concrete footpaths to be constructed in the subdivision as indicated below;

#### STAGE- 1

- Full length of eastern side of Road-1
- Full frontage of Lot 106 Lot 114 inclusive
- Full frontage of Lot 128 Lot 130 inclusive
- Full length of northern boundary of Lot 123 and Lot 127

#### STAGE- 2

Full frontage of Lot 211 to Lot 220 to join with stage - 1

#### STAGE- 3

- Full length of eastern side of Road-1
- Full frontage of Lot 301 Lot 314 inclusive
- Full length of southern boundary of Lot 329

#### STAGE- 4

- Full frontage of Lot 412 -Lot 426 inclusive to join with stage 1
- Full length of northern boundary of Lot 401

#### STAGE-5

Full frontage of Lot 501 -Lot 510 inclusive to join with Stage - 4

#### STAGE- 6

- Full length of eastern side of Road 8 to join with Stage 2
- Full frontage of Lot 612 -Lot 619 inclusive

#### STAGE-7

Full frontage of Lot 708 –Lot 720 inclusive to join with stage - 5 and stage-6

The footpath is to be a minimum 1.2 m wide and is to include a minimum 100mm concrete with SL72 reinforcement and to be constructed on 75mm compacted road base on compacted subgrade. Pram ramps are to be constructed at intersections and crossings and at any point to provide disability continuity. Expansion joints and dummy joints are to be at 1.2 and 12m spacing respectively. All other details are to be in accordance with Singleton Council's

construction specifications.

All works are to be completed prior to the issue of a Subdivision Certificate. Plans showing location and alignment are to be approved prior to the issue of a Construction Certificate.

The construction of the footpathing are to be staged in accordance with the road construction staging. The footpaths are to link to future stages.

NOTE: The service allocation trenches and tree planting is to be in accordance with Council's current DCP.

Reason: To ensure the lots created by the subdivision are provided with suitable access to footpath-facilities.

(Condition 10 was deleted under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

## <mark>11. SHARED PATHWAY</mark>

The registered proprietor of the land shall construct the cycleway facility as indicated below;

#### STAGE-1

Full length of western side of Road 1

#### STAGE-2

Full length of western side of Road-1

Shared pathway is to be constructed in accordance with Council design and construction specification and following standards:

- The cycleway is to be a minimum 2.5m wide with minimum 125mm concrete with SL72 reinforcement and to be constructed on 75mm compacted road base on compacted subgrade.
- Expansion joints and dummy joints are to be at 2.5 m and approximately 12.5m spacing respectively.
- All connection and crossings should be designed and constructed so as to encourage safe and correct use by cyclist.
- All details are to be in accordance with Singleton Council's Development Control plan-Engineering Specifications DCP.
- All works are to be completed prior to the issue of a Subdivision Certificate
- Provide holding rails at all crossings in accordance with RTA's Technical direction TDT-2011/01a

The details are to be submitted to and approved by council prior to release of the construction certificate.

Reason: To ensure the lots created by the subdivision are provided with suitable access to cycleway facility.

(Condition 11 was deleted under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 11a. PROVISION OF FOOT PAVING AND CYCLEWAY

The provision, at no cost to Council, of concrete foot paving and cycleway as shown on approved plans. The footpath is to be 1.5m wide and is to include a minimum 100mm depth, 25MPA concrete with SL72 reinforcement and to be constructed on a 75mm compacted road base on compacted subgrade and the cycleway is to be 2.5m wide and is to include a minimum 125mm depth 25MPA concrete with SL72 reinforcement constructed on 75mm compacted road base on compacted subgrade.

All connections and crossings should be designed and constructed to encourage safe and correct use by cyclists. Pram ramps are to be constructed at intersections and crossings and at any point to provide disability continuity. Expansion joints and dummy joints for footpaths are to be at 1.5m and 4.5m spacing and for the cycleway are to be at 2.5m and 7.5m spacing respectively. Broom finish to be provided transverse to the pavement. All other details are to be in accordance with Singleton Council's construction specifications.

All works are to be completed prior to the issue of a Subdivision Certificate. Plans showing location and alignment are to be approved prior to the issue of a Subdivision Works Certificate.

The construction of the footpaths is to be staged in accordance with the road construction staging. The footpaths are to link to future stages.

Note: The service allocation trenches and tree planting location are to be in accordance with Council's current DCP.

Reason: To ensure the lots created by the subdivision are provided with suitable access to footpath and cycleway facilities.

(Condition 11a was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 12. SITE CLASSIFICATION

The applicant shall provide Council as the Principle Certifying Authority, with a site report from a qualified Geotechnical Engineer detailing the site classification in accordance with the provisions of AS 2870.1 1988 and a fill diagram showing depth and location of fill where applicable, prior to the issue of a Subdivision Certificate.

Reason: To ensure that the foundation material is adequate to support the loads likely to be imposed upon it by construction of the building.

#### 13. REMOVAL OF TOPSOIL

Topsoil shall only be stripped from approved areas and shall be stockpiled for re-use during site rehabilitation and landscaping. Details shall be submitted to and approved by Council prior to

release of the Construction Certificate.

Reason: To minimise erosion and silt discharge and ensure valuable topsoil resources are protected.

#### 14. SEDIMENT AND EROSION CONTROL

The control of erosion and the prevention of silt discharge into drainage systems and waterways will be necessary in accordance with Council's Development Engineering Specifications and Landcom's 'Soil and Construction – Managing Urban Stormwater 1 current edition. Erosion control measures are to be implemented prior to the commencement of any earthworks and shall be maintained until satisfactory completion and restoration of site earthworks, including revegetation of all exposed areas. Sediment and erosion control plan is to be approved prior to the issue of a construction Certificate.

Reason: To ensure protection of the environment by minimising erosion and sediment.

#### 15. DRAINAGE DESIGN

The applicant shall show that the development will not increase the limits of upstream and downstream flooding for floods over the range of 1 in 1 year to the 1 in 100 year Average Recurrence Interval (ARI) storm events by the inclusion of on-site stormwater detention controls. Additionally the provision of a water quality control system to treat the stormwater runoff from the development as outlined in Council's DCP water quality performance guidelines and statement of environment effects. A detailed drainage design shall be prepared for the disposal of roof and surface water from the site, including any natural runoff currently entering the property. Details of on-site storage and the method of controlled release from the site and connection to an approved drainage system in accordance with Council's Development Engineering Specifications, and Wetland manual.

The detailed plans, specifications and copies of the calculations, including existing and proposed surface levels, sub-catchments and conduit sizing appropriate for the development prepared by suitably qualified and experienced person in the field of hydrology and hydraulics.

Note: Construction shall be completed prior to the release of the Subdivision Certificate. Construction shall be staged to reflect the road construction staging.

Reason: To ensure that the development is adequately drained and will not increase the flood hazard or flood damage to other properties or adversely affect flood behaviour.

#### **16. DRAINAGE EASEMENT**

The applicant shall provide an inter allotment drainage easement 2.0m wide to drain proposed Lots that do not naturally drain to the roads. Construction of the drainage line together with the necessary grated yard inlet pits shall be carried out in accordance with Council's Development

Engineering Specifications - full details shall be submitted to and approved by Council prior to release of the Construction Certificate.

#### Note:

- (a) A suitable 88B instrument creating the easement, in accordance with the requirements of the Conveyancing Act 1919, shall be submitted to Council prior to the issue of a Subdivision Certificate.
- (b) Construction shall be completed prior to the issue of a Subdivision Certificate.

Reason: To provide the necessary legal right to drain through adjoining lots where necessary.

#### 17. WORK AS EXECUTED PLANS

The registered proprietor of the land shall submit a works-as-executed (WAE) drawing of the completed civil works in hard copy and a dwg file suitable for Council's GIS system

The WAE plan shall be submitted to and approved by Council prior to the issue of a Subdivision Certificate.

Reason: To ensure the stormwater detention system has been constructed in accordance with the design plans.

#### 18. WATER AND SEWER

Water and sewer reticulation system necessary to service the development must be provided in accordance with Council's requirements. All services are to be designed and constructed in accordance with Council's Development Construction Standards for Water and Sewer (Oct 1996). The design plans must be approved by Council prior to the issue of the Construction Certificate.

Prior to the issue of a the Subdivision Certificate a certificate of compliance from Singleton Council under Section 68 of The Local Government Act 1993 for this development shall be submitted to Council.

Connections to Council's existing water and sewer reticulation systems are to be carried out by Council. At the Developer's request Council will provide estimated costs to carry out the works. Ensure that all public utility service pipes ,mains and conduits are laid and/or installed in all new roads and existing roads, as part of the construction and drainage works associated with the subdivision

You are advised to contact Council's Utilities Co-ordinator prior to undertaking this work.

Reason: To comply with Council policy.

#### 19. POWER SUPPLY

The applicant will provide documentary evidence from Ausgrid that satisfactory arrangements have been made for the provision of underground power to all lots, prior to the release of a

Subdivision Certificate and to include:

- The provision of easements in favour of Ausgrid over private land for existing and proposed power lines and where the development required the relocation of power lines for other assets of Ausgrid.
- The provision of a grid based underground electricity supply to each of the resultant lots on the subdivision.
- Ensure that all public utility service pipes, mains and conduits are laid and/or installed in all
  new roads and existing roads, as part of the construction and drainage works associated
  with the subdivision.

Electricity supply shall be staged to service those lots created by the staging of the road construction.

Reason: To ensure the provision of power to each resultant lot in accordance with Council policy.

#### **20. TELEPHONE SUPPLY**

The applicant shall provide documentary evidence from Telstra that satisfactory arrangements have been made for the supply of telephone services to each of the proposed lots and have satisfied any requirements for the National Broadband Network.

Telephone supply shall be staged to service those lots created by the staging of the road construction.

Reason: To ensure the provision of usual services to each of the lots.

#### 21. SERVICE RELOCATIONS

The registered proprietor of the land shall be responsible for all costs incurred in the necessary relocation of any services affected by the required construction works. Council and other service authorities should be contacted for specific requirements prior to commencement of any works.

Reason: To ensure that any required alterations to utility infrastructure are undertaken to acceptable standards at the developer's cost.

#### 22. VEGETATION

Any vegetation and/or trees removed as a consequence of this approval will not be burnt on the site. Onsite mulching of the material is recommended and to be used for landscaping.

Trees which are required to be removed as part of this consent which contain, or potentially contain hollows, are to be sectionally dismantled taking care to minimise harm to resident wildlife. Tree removal and dismantling must be supervised by an experienced wildlife carer who holds an appropriate National Parks and Wildlife Services Licence. Wildlife must be relocated locally to an area with adequate resources and provided with a nest box. Provide a report to Council identifying the findings of the identification and relocation of wildlife.

Reason: To prevent environmental pollution

#### 23. ARCHITECT DESIGNED LANDSCAPING

Prior to the issue of a Construction Certificate, detailed landscaping plans are to be submitted to and approved by Council for street tree planting and other landscaping works for the development.

The landscaping design is to be prepared by a suitably qualified landscape architect.

Landscaping is to be implemented in accordance with the plans approved by Council. All landscaping works are to be completed prior to the issue of the Subdivision Certificate.

A twelve months maintenance period (or other period approved by Council) will apply for all landscaping works and Council will require a bank guarantee or cash bond as security equal to the amount of 5% of the landscape construction works to ensure that plantings are properly maintained and established at handover at the end of the maintenance period, or as may be agreed with Council.

Landscape construction works include the provision and maintenance of landscaping, including street tree planting, fully turf footpaths from kerb to boundaries and revegetate disturbed areas.

Staging of the landscape works is to reflect staging of the road construction.

Reason: To ensure the development is appropriately landscaped in accordance with the requirements of the Locality Based Provisions of the Singleton Development Control Plan for the Bridgman Ridge urban release Area.

#### 24. ROAD CONSTRUCTION

The registered proprietors of the land shall construct the following in accordance with Council's Development Engineering Specifications, this condition and Austroads and set out on a set of plans, four (4) copies which are to be submitted to and approved by Council, prior to the release of the Construction Certificate. Note the applicant will be required to enter into a works agreement with Council under Section 138 of the Roads Act for any works within an existing public road.

#### STAGE 1

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development. Road-1 is to connect with Maison Dieu Road.
- (b) Road alignments are as follows:

```
    Road-1 - 4.5-11.6-5.5
    Road-4 - 4.5-9.0 - 4.5
    Road-5 - 4.5-8.0 - 4.5
    Road-8 - 4.5-9.0 - 4.5
```

- (c) Road 1 pavement design for 1x10<sup>6</sup> ESA's with a wearing Course of AC14, minimum thickness 40mm over 7mm primer seal.
- (d) Road 4, Road 5 and Road 8 pavement design for 3x10<sup>5</sup> ESA's with wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (e) Maximum longitudinal grade of Road -1 should be 12%.
- (f) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (g) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (h) Provide a pavement design for all roads to Council for approval.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.
- (m) Signs and pavement markings are to be provided in accordance with relevant Australian standards for all Roads.
- (n) Urban Basic Right Turn(BAR) is to be constructed at the intersection of Maison Dieu Road and Proposed Road 1 in accordance with AUSTROADS-Guide to traffic engineering practice part 4A.
- (o) Local Area Traffic management devices (LATM) are provided in Road-1 to achieve nominated design speeds generally where road geometry cannot satisfy this requirement LATM devices shall generally be design accordance with Austroads publications and AS1742. 13.

Reason: To ensure that adequate and safe all-weather access is available to the development.

#### STAGE 2

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - O Road-8 4.5-9.0 4.5
- (c) Road 8 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.

- (d) Maximum longitudinal grade of Road-1 should be 12% and Road-8 should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 8.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### STAGE 3

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - O Road 4 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.

- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.
- (m) Road 1 is to intersect with the common boundary of Lot 41 DP 1112190 at a point defined by commencing at the most easterly corner of lot 1221 being the common corner of Lot 1221, 1222 and the Great Northern Railway of DP 599260 thence 297.57m at a bearing of 256 degrees 23 minutes 40 seconds thence 146.335m at a bearing of 223 degrees 49 minutes 23 seconds using azimuth of DP599260 as origin. The approach bearing of Road 1 to the intersection point shall be 180 degrees 19 minutes 15 seconds. The horizontal and vertical alignment of Road 1 is to comply with Austroads guidelines for 60kph. Road 1 is to be constructed to the boundary of Lot 41.

#### STAGE 4

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - o Road-4-4.5-9.0 4.5
  - $\circ$  Road -7 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4 and Road 7.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.

(I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### STAGE 5

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:

```
o Road-4 - 4.5 - 9.0 - 4.5
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- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (k) Minimise the number of drainage discharge points.
- Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (m) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### STAGE 6

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:

```
    Road - 4 - 4.5 - 9.0 - 4.5
    Road - 7 - 4.5 - 9.0 - 4.5
```

- (c) Road 4 and Road 7 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.

- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road-4 and Road-7.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.
- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### STAGE 7

- (a) Provide roads, kerb and gutter and associated stormwater systems for the full frontage of all lots in the development.
- (b) Road alignments are as follows:
  - O Road 4 4.5 9.0 4.5
- (c) Road 4 pavement design for 3x10<sup>5</sup> ESA's with a wearing Course of AC10, minimum thickness 30mm over 7mm primer seal.
- (d) Maximum longitudinal grade of Roads should be 15%.
- (e) The provision of additional civil works at no cost to Council necessary to ensure satisfactory transition to existing works.
- (f) The design and construction of all subdivision works in accordance with Singleton DCP, Council's Development Engineering Specifications, Austroads and condition of consent.
- (g) Provide a pavement design for all roads to Council for approval.
- (h) Signs and pavement markings are to be provided in accordance with relevant Australian standards for Road 4.
- (i) A maintenance bond to the amount of 5% of the construction cost shall be lodged with Council as a bank guarantee or cash bond for a twelve months maintenance period to provide for maintenance or/and rectification of any work found to be faulty or suffering deterioration within a period of twelve months from the date of acceptance of the works.
- (j) Minimise the number of drainage discharge points.

- (k) Provide temporary turning circles at the ends of all truncated roads and appropriate signage.
- (I) Disturbed areas are to be seeded, fertilised and hay mulched or similar on completion of regrading works. Disturbed areas are to be progressively revegetated with exposed areas kept to a workable minimum.

#### 25. CONSTRUCTION MANAGEMENT PLAN

A Construction Management Plan shall be submitted to Council and approved for each stage prior to works commencing on site for each state. The management plan shall include:

- (a) Details of sedimentation and erosion control
- (b) Details of haulage routes shall be provide to Council for approval.

Note: All trucks and machinery must be free from all foreign material where such material is likely to cause pollution. An area must be set aside for the cleaning of concrete agitator trucks.

- (c) Details of dust mitigation and access roads.
- (d) Location and phone number of the site office.

Reason: To reduce the environmental impact on the site during the construction period.

#### 26. FILLING

The registered proprietor of the land shall place engineered fill on the site as required. The fill shall be placed in accordance with Council's Development Engineering Specifications and Australian Standard AS 3798 'Guidelines on Earthworks for Commercial and Residential Developments' and as follows:-

(a) The minimum gradient on the fill shall be 1.5%.

Reason: To ensure that the lots are filled to avoid ponding of water and provide access to all lots that comply with Council's driveway profile in the DCP.

# 27. DEDICATION OF ROAD

The proposed roads within the subdivision shall be dedicated as public roads at no cost to Council. The public roads shall be delineated on the final plan of subdivision submitted with the application for a Subdivision Certificate.

Road names are to be lodged with Council's Spatial Information Officer for approval prior to the issue of the Subdivision Certificate.

Road 1 is to be dedicated to the boundary of Lot 41 DP:1112190 Lot: 2 DP: 1279109

Reason: To ensure adequate physical and legal access is available to each new allotment.

(Condition 27 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 28. SUBDIVISION CERTIFICATE

An application for a Subdivision Certificate is required to be submitted to Council. The application must be accompanied by the final plan of subdivision, and 2 prints pursuant to Clause 157 of the Environmental Planning and Assessment Regulation 2000.

Reason: To provide for certification of the subdivision plan.

#### 29. EASEMENTS TO BE DETAILED ON LINEN PLANS

Linen plans deposited with Council for release, must contain appropriate easements to protect public infrastructure on private land(s) (water, sewer, etc) and access.

Reason: To ensure that linen plans contain appropriate easements.

#### **30. RETAINING STRUCTURES**

Where the excavation/fill is to be retained by a retaining wall above 1 metre in height, it shall be designed by a Practising Structural Engineer. The structural engineer's design and structural certification shall be submitted to Accredited Certifier prior to issue of the Construction Certificate. This condition is to be complied with prior to the issue of a Construction Certificate.

Reason: To ensure adequate provision is made to retain excavations and fill.

#### 31. ALTERATIONS TO GROUND LEVELS

Any alterations to existing surface levels on the site shall be undertaken in such a manner as to ensure that no additional surface water is drained onto or impounded on adjoining properties. Full details of existing and proposed surface levels shall be submitted to and approved by Council prior to release of the Construction Certificate.

Reason: To ensure that such alterations to surface levels do not disrupt existing stormwater flows in the vicinity.

#### **32. SURVEY MARKS**

There is to be no interference with, or destruction of survey marks. Council is to be advised in writing if any such interference occurs.

Reason: To protect the integrity of existing survey marks.

33. (Condition 33 was deleted under 8.2013.127.4 (PAN-477654) as determined 13/12/2024)

#### 34. ROADS AND MARITIME SERVICES REQUIREMENTS

The following conditions have been requested by Roads and Maritime Services:

"Roads and Maritime has reviewed the information provided and has no objections to the proposed development of Stage 1 (30 Lots) provided the following matters are addressed and included in Council's conditions of development consent."

a) Provision shall be made within the subdivision for a future road connection to the
proposed Settlers Rise subdivision and Darlington Road via the proposed railway
underpass. Specifically, public access via a formed road must be provided to the Settlers
Rise boundary in the location indicated by the registration of the 81<sup>st</sup> lot.

Comment: Provision must be made for a connector road to the Settlers Rise subdivision to the south. To minimise the works required at the New England Highway / Maison Dieu Road intersection it is imperative that a road connection between this intersection and Darlington Road be made. Should the Darlington Road connection not be possible, Road and Maritime would appreciate the opportunity to revise its requirements.

(Condition 34 was amended under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 35. Architectural Upgrades for Traffic Noise Mitigation

To ensure adequate noise attenuation for future residential development within the subdivision, the applicant shall implement architectural upgrades for traffic noise mitigation in accordance with the recommendations of the approved Traffic Nosie Assessment.

Details of the required architectural upgrades shall be incorporated into the Section 88B Instrument to be registered on the title of the affected lots, ensuring the ongoing application of these requirements for future allotments.

 ${\it Reason: To ensure acceptable internal noise levels and protect residential amenity}.$ 

(Condition 35 was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### 36. Vegetation Management Plan

Implementation of the approved Vegetation Management Plan must commence immediately after receiving written approval from council. All works are to be carried out in accordance with the VMP approved schedule of works.

Monitoring reports on the progress of the VMP are to be submitted to and approved by Council's Ecologist once every twelve (12) months for the duration of the VMP for 5 years starting from the date on ground works commence.

Reason: To manage the habit removal

(Condition 36 was added under 8.2013.127.3 (PAN-472359) as determined 15/07/2025)

#### **Advice to the Consent Authority**

- 1. On Council's determination a copy of the Notice of Determination should be forwarded to Roads and Maritime within the appellant period for advice / consideration and action where required.
- 2. Conditions of development consent do not guarantee Roads and Maritime consent to the specific road works, or other structures or works for which it is responsible. The developer must obtain Roads and Maritime authorisation in writing prior to the commencement of any road works on the New England Highway, including traffic management, temporary or permanent road works associated with the proposed development.
- 3. In determining the application under Part 4 of the Environmental Planning and Assessment Act, 1979, it is the consent authority's responsibility to consider the environmental impacts of any road works which are ancillary to the development. This includes any works which form part of the proposal and/or any works which are deemed necessary to include as requirements in the conditions of development consent. Depending on the level of environmental assessment undertaken to date and nature of the works, the consent authority may require the developer to undertake further environmental assessment for any ancillary road works.

#### Advice to the Developer

- 4. Following development consent, early discussion with Roads and Maritime Project Manager is recommended. Roads and Maritime will initiate the WAD process by sending out a letter and information pack on receipt of the Notice of Determination, including the name and contact details of the Project Manager.
- 5. As the WAD process, including acceptance of design documentation and construction can take considerable time, you should allow sufficient lead time within the project development program to ensure that all documentation and works are completed in advance of occupation. Roads and Maritime will not consider granting concurrence to occupation until it is satisfied all documentation and works under the WAD have been completed.
- 6. Authorisation to commence construction will only be granted when Roads and Maritime is satisfied that all requirements under the WAD have been met by the developer, including Roads and Maritime fees and charges, an unconditional bank guarantee for the full value of the works, detailed design documentation, environmental assessment, road occupancy license, among other matters. Roads and Maritime will issue a letter to the developer advising of this authorisation.
- 7. Any property acquisition / dedication required to accommodate the State road works / traffic control signals associated with the proposed development shall be at full cost to the developer, including all legal and survey costs. This land shall be dedicated by the developer as public road reserve in favour of the Council, as the owner.
- 8. Part of the developers' timeline should make provision for Roads and maritime to satisfy its obligations under the *Environmental Planning and Assessment Act 1979* (EP&A Act) to assess the environmental impacts of the works within the road reserve. Further investigation and assessment to that undertaken for the development consent may be required to the satisfaction of Roads and Maritime, under Part 5 of the EP&A Act.
- 9. It is recommended that the developer use design consultants with the experience and knowledge of the Roads and Maritime design requirements, in particular the Austroads *Guide to Road Design 2009* (with Roads and Traffic Authority supplements) and relevant Australian Standards.
- 10. A fact sheet providing further information on the WAD process can be obtained from the Roads and Maritime Private Developments Website at:
  - $http://www.rta.nsw.gov.au/roadprojects/community\_environment/private\_developments.htm \\ I$
- Construction on a State road and / or traffic control signals requires the engagement of a Roads and Maritime pre-qualified contractor. A list of pre-qualified contractors can be found on the Roads and Maritime website below.

**Other Approvals** 

list Local Government Act

1993 approvals granted

under s 68

N/A

general terms of other

approvals integrated as

part of the consent

(list approvals)

- 1. Water Management Act 2000 issued by the NSW Department of Planning and Environment-Water.
- 2. Roads Act 1993 issued by NSW Transport Road & Maritime Services (RMS).
- 3. Rural Fires Act 1997 issued by NSW Rural Fire Service.

#### **Right of Appeal**

To the extent provided for by Section 97 of the Act, an applicant who is dissatisfied with the determination of this application may appeal to the Court within six (6) months of the date of this notice.

Section 98 of the Act provides that an appeal to the Court may be made by an objector who is dissatisfied with the determination of an application for designated development. Such an appeal must be made within 28 days of the date on which notice is given and must be in accordance with the regulations and rules of the court.

Sections 97 and 98 of the Act do not apply in respect of a development consent declared to be valid or validly granted under Section 25C of the *Land and Environment Court Act 1979*.

#### General advisory notes

This consent contains the conditions imposed by the consent authority which are to be complied with when carrying out the approved development. However, this consent is not an exhaustive list of all obligations which may relate to the carrying out of the development under the EP&A Act, EP&A Regulation and other legislation. Some of these additional obligations are set out in the *Conditions of development consent: advisory notes*. The consent should be read together with the *Conditions of development consent: advisory notes* to ensure the development is carried out lawfully. The approved development must be carried out in accordance with the conditions of this consent. It is an offence under the EP&A Act to carry out development that is not in accordance with this consent.

Building work or subdivision work must not be carried out until a construction certificate or subdivision works certificate, respectively, has been issued and a principal certifier has been appointed.

A document referred to in this consent is taken to be a reference to the version of that document which applies at the date the consent is issued, unless otherwise stated in the conditions of this consent.

#### **Dictionary**

The following terms have the following meanings for the purpose of this determination (except where the context clearly indicates otherwise):

**Approved plans and documents** means the plans and documents endorsed by the consent authority, a copy of which is included in this notice of determination.

**AS** means Australian Standard published by Standards Australia International Limited and means the current standard which applies at the time the consent is issued.

Building work means any physical activity involved in the erection of a building.

**Certifier** means a council or a person that is registered to carry out certification work under the *Building and Development Certifiers Act 2018*.

**Construction certificate** means a certificate to the effect that building work completed in accordance with specified plans and specifications or standards will comply with the requirements of the EP&A Regulation and *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.* 

Council means Singleton Council.

Court means the Land and Environment Court of NSW.

EPA means the NSW Environment Protection Authority.

EP&A Act means the Environmental Planning and Assessment Act 1979.

EP&A Regulation means the Environmental Planning and Assessment Regulation 2021.

**Independent Planning Commission** means Independent Planning Commission of New South Wales constituted by section 2.7 of the EP&A Act.

**Occupation certificate** means a certificate that authorises the occupation and use of a new building or a change of building use for an existing building in accordance with this consent.

**Principal certifier** means the certifier appointed as the principal certifier for building work or subdivision work under section 6.6(1) or 6.12(1) of the EP&A Act respectively.

**Site work** means any work that is physically carried out on the land to which the development the subject of this development consent is to be carried out, including but not limited to building work, subdivision work, demolition work, clearing of vegetation or remediation work.

Stormwater drainage system means all works and facilities relating to:

- the collection of stormwater,
- the reuse of stormwater,
- the detention of stormwater,
- the controlled release of stormwater, and
- connections to easements and public stormwater systems.

**Strata certificate** means a certificate in the approved form issued under Part 4 of the *Strata Schemes Development Act 2015* that authorises the registration of a strata plan, strata plan of subdivision or notice of conversion.

**Subdivision certificate** means a certificate that authorises the registration of a plan of subdivision under Part 23 of the *Conveyancing Act 1919*.

**Subdivision works certificate** means a certificate to the effect that subdivision work completed in accordance with specified plans and specifications will comply with the requirements of the EP&A Regulation.

# **Summary of Submissions**

This modification application and accompanying information were placed on public exhibition for a period of 28 days from 30 September 2024 to 28 October 2024. As a result of the notification process a total of two (2) submissions were received. One (1) of submissions was withdrawn on 13 February 2025. The objections represent 1.41% of the properties notified. The concerns raised can be addressed and mitigation measures have been proposed as conditions of consent.

# **Submission in force:**

The key concerns in the submissions include:

- Vegetation corridors
- Light spill
- · Easement, covenant or restriction to user
- Zoning
- Architectural design

# Concern has been raised in relation to vegetation corridors

- Objector's opinion:
  - The corridor is not displayed on the proposed design
  - The corridor has not been established as part of Stage 1.
  - o The planting of "advanced trees" has not commenced in conjunction with Stage 1 as specified.
- Applicant's justification:
  - o The corridor is shown on the proposed modification plan.
  - o These lots are not being created until Stage 8.
  - o Landscaping works take place at the completion of civil works which will be approximately May 2025.
- Assessment planner's comment:
  - o The 10m and 15m vegetation corridor has been marked as pink and green dotted line on the subdivision staging plan.
  - These vegetation corridors are located on the lots in Stage 7 and Stage

Assessment planner's conclusion: The concerns raised have been reviewed and are not considered to be substantiated.

#### Concern has been raised in relation to light spill

#### Objector's opinion:

 Road design within the proposed modification changes the direction of roads to run in a perpendicular manner to the existing boundary. Direction traffic will now risk light spill created from vehicles to escape the boundary and into residence (directly into living areas) without the existence of effective screening. Additionally, the land contour (without understanding final design) will currently direct lights in an uphill manner directly into my residence living areas. This is already being experienced due to the clearing of the development. To date, no studies have been provided addressing this potential impact to neighbouring properties.

#### Applicant's justification:

o Screening planting will be established as required by the Conditions of the Consent. Dwellings will also be built on these lots to further obscure light spill from vehicles. It is not uncommon for an internal road to lead toward residential lots.

Assessment planner's comment: This concern is considered to relate to the previously raised issue. Following the establishment of vegetation corridors, light spill is expected to be significantly reduced.

#### Concern has been raised in relation to easements

#### Objector's opinion:

o No easements have been identified within the proposed designs, therefore I am seeking to understand design factors relating to any easements, set-offs or corridors that directly adjoin our boundary.

# Applicant's justification:

The easement as specified within Condition 6 and 7 will be created when the Lots are registered with the relevant stage.

Assessment planner's comment: Condition 6 and 7 related to easements and vegetation corridors will be retained. The concerns raised in relation to this matter have been addressed.

#### Concern has been raised in relation to zoning

#### Objector's opinion:

 Section 1 of the Ecological Assessment states the development to be R1 – General Residential & RE1 – Public Recreation. Can it be confirmed that the Assessment included areas zoned R2 (Western allotments Stage 7 &

#### Applicant's justification:

Yes, these areas were included. The zoning names have since changed.

Assessment planner's conclusion: The concerns raised in relation to this matter have been addressed. The zoning for the lots along western boundary is R2 Low Density Residential.

#### Concern has been raised in relation to architectural design

#### Objector's opinion:

o Is it possible to understand conditions relating to construction design of future residence (similarly to Condition 23 ARCHITECT DESIGNED LANDSCAPING)? I would like to understand if the proposed design and consent place conditions on construction design, particularly on lots along the western boundary (adjoining the Glade).

#### Applicant's justification:

o No, the consent does not place conditions on construction design. The developer place restrictions on the type of dwelling and have design guidelines on their website accordingly.

Assessment planner's comment: The modification application is to amend the subdivision layout and doesn't involve any residential accommodation design. These matters will be addressed at future development application stage for dwellings.

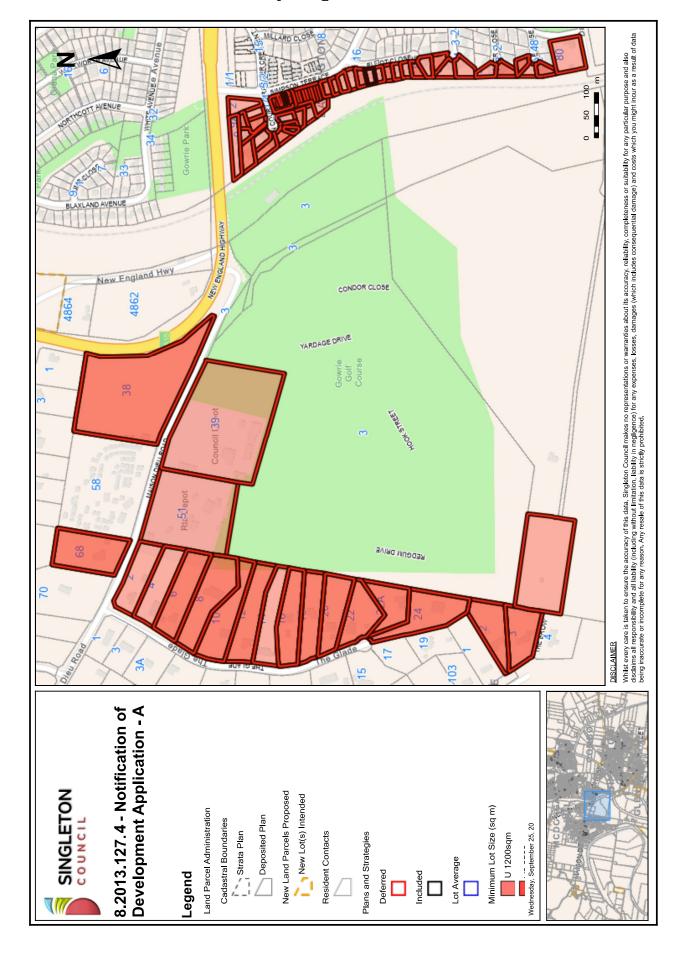
#### Submission withdrawn on 13 February 2025:

See 25/9603 in CM

Following negotiations with the McCloy Group, representing The Fairways, we have reached an agreement that enables us to withdraw our objection, subject to the following condition:

Settlers Rise Proprietary Limited formally withdraws its objection to DA 82013/127/3 and 4, provided that the intent of Condition 34(a) is maintained as a condition of consent. Specifically, public access via a formed road must be provided to the Settlers Rise boundary in the location indicated by the registration of the 81st lot.

This agreement has been acknowledged and accepted by Singleton Golf Club Cooperative Limited (ABN 41 664 425 643) as the owner of Lot 20 DP 1282153 (Project Land) and McCloy Singleton Pty Ltd (ACN 082 790 190), as confirmed in the attached signed letter.



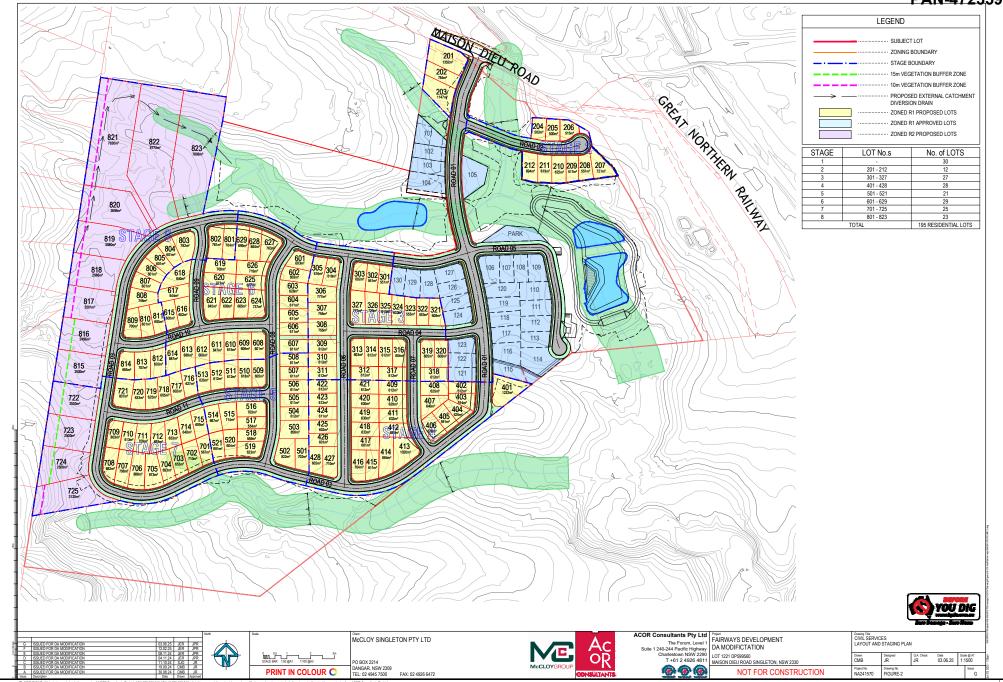
# **Attachment 4**

# 8.2013.127.3 - Contribution Payment Schedule - Lot 20 DP 1282153 - 3 Maison Dieu Road GOWRIE

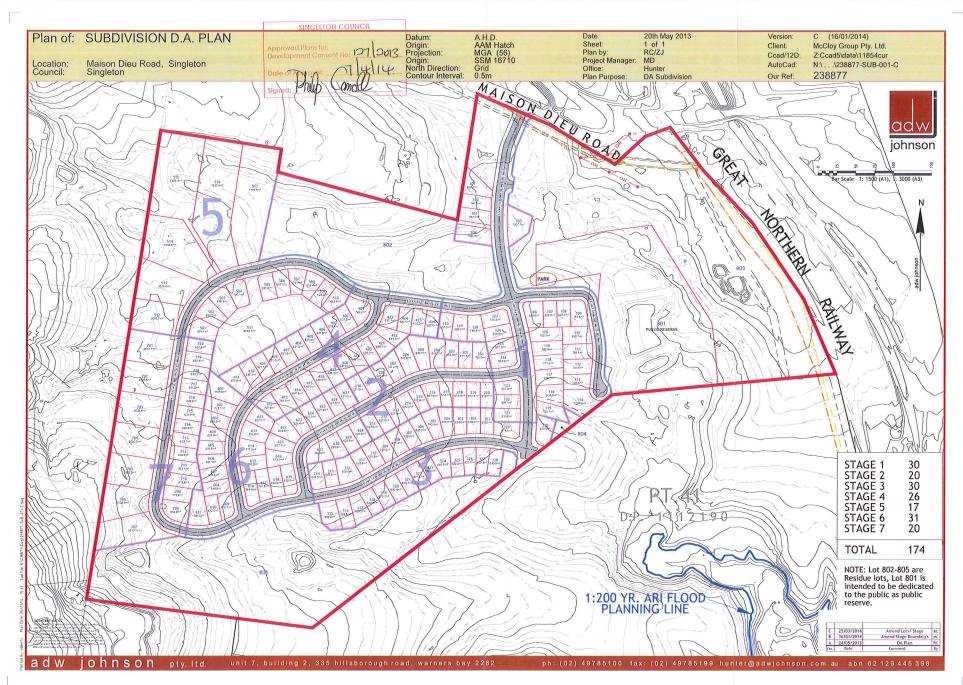
COUNCIL	Payment Schedule	<b>Date:</b> 28/05/2025	
Application Number:	8.2013.127.3		
Determination Date:	15-Jul-25		
Applicant Name:	Sam Rowe		
Applicant Address:	Suite 2, Ground Floor, 317 Hunter St Newcastle NSW 2300		
Development Description:	S4.55 (2) modification - amendment of subdivision layout		
Development Location:	3 MAISON DIEU ROAD GOWRIE 2330 20/-/DP1282153		
Contributions Plan:	Singleton Development Contributions Plan 2008 (Version 2)		
Catchment:	1.11 Singleton West Urban Expansion Area Dwelling or Lot		

Note: The contributions stated below have been calculated in accordance with the development contributions plan as at the date of issue. Rates are indexed on an annual basis. If contributions are not paid within the financial year in which this payment schedule is issued, the contributions payable will be determined using the indexed rates current at the time of payment.

Facility Type	Quick Code	Method	Tenements/ET's	Rate	Contribution
Bushfire Services	401	-		\$0.00	\$0.00
LGA Public Open Space and Recreation	137	per dwelling or lot		\$0.00	\$0.00
LGA and Local Public Open Space and Recreation	137	per dwelling or lot	194	\$5,321.00	\$1,032,274.00
Local Open Space and Recreation (Branxton Only)	137	per dwelling or lot		\$0.00	\$0.00
Local Community Facilities	139	per dwelling or lot	194	\$1,213.00	\$235,322.00
Public Car Parking	141	-		\$0.00	\$0.00
Rural Roads	142	per dwelling or lot serviced by a sealed Council road		\$0.00	\$0.00
Singleton Urban Roads	403	per dwelling or lot		\$0.00	\$0.00
Singleton Traffic & Parking Study	405	per dwelling or lot	194	\$6,976.00	\$1,353,344.00
Preparing and Administering Plans	135	per dwelling or lot	194	\$202.00	\$39,188.00
				TOTAL:	\$2.660.128.00



8.2013.127.1 - Original Approved Subdivision Plan - Lot 20 DP 1282153 - 3 Maison Dieu Road, GOWRIE



DI&P50/25. Draft Construction Workers Accommodation Policy Author: Manager Development & Regulatory Services

licy FILE: 25/00142

# **Executive Summary**

The purpose of this report is to seek Council endorsement to place the draft Construction Workers Accommodation Policy (Policy) on public exhibition for a period of 28 days to allow for submissions to be made. The Policy aims to provide guiding principles regarding the location, construction, operation, reuse and decommissioning of Construction Workers Accommodation in the Singleton local government area.

# **RECOMMENDED** that Council:

- 1. Place draft POL/40016 Construction Workers Accommodation Policy on public exhibition for a period of 28 days and public notice be given of the intention to adopt the policy.
- 2. Subsequent to the public exhibition period, a further report be presented to Council to consider submissions received during the exhibition period.
- 3. In the event no submissions are received, Council adopt POL/40016 Construction Workers Accommodation Policy.

#### Report

In May 2025, the NSW Government released the Guidelines for Construction Workers Accommodation (Guideline) to provide direction to consent authorities on the implementation of changes to the *State Environmental Planning Policy (Housing), 2021* that provides for a local approval pathway for construction workers accommodation. To assist, Council staff have prepared a draft Construction Workers Accommodation Policy that aligns with the Guideline and Council's adopting Local Housing Strategy.

Construction Workers Accommodation that accompanies a State significant development or State significant infrastructure project will be subject to assessment and determination by the NSW Department of Planning, Housing and Infrastructure, or delegated to the Independent Planning Commission for determination.

Construction workers accommodation that falls outside the State significant framework, will be subject to local assessment and determination by Council staff or, where the Determination of Development Applications by Council Policy is triggered, by Council.

Council's preference is to provide for a long term, legacy solution where construction workers accommodation contributes to addressing the longer-term shortage of short-term rental accommodation for industry diversification in the LGA, as well as meets known accommodation needs to support crisis services, homelessness, aged care, over 55s, essential workers accommodation and youth accommodation.

The adopted Singleton Local Strategic Planning Statement identifies the following planning priorities:

- Accommodation, facility and service provision meets the needs of the aging population
- The housing stock is high-quality, affordable and provides for a range of accommodation choices

Whilst not specifically identifying the needs of construction workers within the Local Strategic Planning Statement, the policy direction of Council is to ensure housing in the LGA meets community expectations to a high standard.

The adopted Singleton Local Housing Strategy identifies the following gaps:

- Greater diversity of lot sizes
- Diverse and affordable housing types
- Dwellings with fewer number of bedrooms
- Housing to cater towards short-term stays and temporary workers
- Dwellings in rural areas

To address these gaps, the Local Housing Strategy includes the following actions, specifically targeting temporary workers:

- Investigate a public-private partnership "demonstration project" for a diverse housing typology project.
- Proactively work with resources sector, community housing and Defence Housing Authority providers to explore new models for shared and investment incentives through subsidized or deferred return on investment programs.
- Support innovative housing solutions such as pre-fab, manufactured housing, 3D
  print housing and tiny houses where development outcomes do not negatively
  affect amenity of the site or surrounds.
- Investigate and implement ways to encourage temporary housing for transient workers or individuals displaced due to social issues. This can include motel and hotel developments, so rental stock is not taken up by this cohort.

The Policy has been drafted to take into consideration these actions.

The Policy identifies locations within the Singleton LGA that meet a criteria-based approach to temporary housing. These locations are identified in the Singleton Local Strategic Planning Statement and the Singleton Local Housing Strategy as either infill potential or Strategic Growth Areas. The Policy identifies the site characteristics aligned with these strategic documents for each location, and it is up to individual proponents to undertake the necessary assessments to confirm suitability.

Where Council's preferred sites are determined to be unsuitable, selection of alternative sites should be consistent with a criteria-based approach that takes into consideration accessibility and serviceability, as set out in the Policy.

Importantly, the draft Policy acknowledges that construction workers accommodation has the potential to provide a long-term legacy to communities through the sharing, reuse and/or repurposing of facilities between projects and to support individuals displaced due to housing affordability and availability in the LGA.

The draft Policy confirms that Council supports the lodgement of development applications for the change of use of construction workers accommodation to a higher order use following construction, where the proposal meets the legislative and policy requirements at the time of lodgement.

It is recommended that the draft Policy be placed on exhibition for a period of 28 days to allow for submissions to be made.

# **Community Strategic Plan**

Strategy: 2 Our Places

Deliverable: 2.3 Our Places are thoughtfully designed to enhance the

environment, heritage and investment outcomes

Action: 2.3.1 Advocate and facilitate land use planning and

development outcomes which respect and contribute in a

positive way to the environment and community

# Council Policy/Legislation

- Local Strategic Planning Statement
- Singleton Local Housing Strategy
- Environmental Planning and Assessment Act, 1979
- State Environmental Planning Policy (Housing), 2021
- Guidelines for Construction Workers Accommodation (Department of Planning, Housing and Infrastructure, 2025)

# **Financial Implications**

There are no financial implications as a result of exhibiting this draft Policy. Any local development application submitted to council for determination that includes Construction Workers Accommodation will be subject to the relevant adopted fees and charges set out in the Fees and Charges Schedule at the time the application is made.

#### Consultation

Council's Development and Environmental Services Team have undertaken internal consultation with relevant staff, including council's property staff and engineering teams.

A briefing on the Guidelines for Construction Workers Accommodation was provided to Council on 25 March 2025.

Council staff have written to the affected landholders to advise of the proposed inclusion in the draft Policy, provide the opportunity to meet with staff to discuss and to make a submission should Council resolve to exhibit the draft Policy.

A briefing on the draft Policy was provided to Council on 9 September 2025.

# **Sustainability**

The draft Policy has considered alignment with Council's adopted Sustainability Strategy. The draft Policy has direct line of sight to Goal 11: Sustainable Cities and Communities and the specific deliverables to:

- Increase awareness towards sustainable urban planning outcomes
- Facilitate the development of innovation
- Create a healthy community

# **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that construction workers accommodation will be approved at the State level without consideration of local issues and needs, which may lead to increased levels of service and reputational damage.	High	Adopt the recommendation	Low	Yes
There is a risk that construction workers accommodation will be located in places that do not meet Council or community expectations, which may lead to reputational damage.	High	Adopt the recommendation	Low	Yes
There is a risk that the community will not be provided with the opportunity to consider appropriate planning outcomes for construction workers accommodation, which may lead to reputational damage.	High	Adopt the recommendation	Low	Yes

# **Options**

The following options are available to Council:

#### 1. That Council:

- a. Place draft POL/40016 Construction Workers Accommodation Policy on public exhibition for a period of 28 days and public notice be given of the intention to adopt the policy.
- b. Subsequent to the public exhibition period, a further report be presented to Council to consider submissions received during the exhibition period.
- c. In the event no submissions are received, Council adopt POL/40016 Construction Workers Accommodation Policy.
- 2. That Council does not adopt the recommendation.

Option one is recommended.

#### Conclusions

The Hunter Central Coast Renewable Energy Zone brings opportunities for Council to promote the benefits and value of Singleton and surrounding communities as a place to live, work, play and invest. The draft Construction Workers Accommodation Policy provides direction to developers seeking this type of development on the assessment, construction, operation, reuse and decommissioning of accommodation used for temporary workers. The draft Policy aligns to the NSW Government's Guideline as well as Council's adopted Local Strategic Planning Statement and Local Housing Strategy. By placing the draft Policy on exhibition, Council will be able to seek feedback from the community and ensure temporary accommodation meets current and future needs.

#### **Attachments**

AT-1↓ Draft Construction Workers Accommodation Policy



# Construction Workers Accommodation Policy

POLICY | Development and Environmental Services

To Provide Guiding Principles on the Location, Assessment, Establishment and Management of Construction Workers Accommodation in the Singleton Local Government Area

Policy No:	POL/40016	Version:	0
Service Unit:	Planning and Developmen	t Services	
Responsible Officer:	Manager Development a	and Environmental	Services
Responsible Director:	Director Infrastructure and Planning		
Authorisation Date:		Review Date:	
Minute No:			

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# **TABLE OF CONTENTS**

1	BACKGROUND	3
	1.1 Title of the Policy and Commencement Date	3
	1.2 Purpose of the Policy	3
2	OBJECTIVE	3
	2.1 Objectives and Coverage of the Policy	3
3	APPLICATION	3
	3.1 Application of this Policy	3
4	DEFINITIONS	3
5	PRINCIPLES/BODY	4
	5.1 Procedural Statement	
6	RELEVANT LEGISLATION	6
7	DOCUMENT INFORMATION	
•	7.1 Related Documents	
8	RESPONSIBLE OFFICER / POLICY OWNER	7
9	RESPONSIBILITIES	7
10	APPROVAL	8
11	MONITORING	8
12	REVIEW DATE	8
13	RECORD KEEPING, CONFIDENTIALITY AND PRIVACY	8
14	BREACHES AND SANCTIONS	8
15	DOCUMENT HISTORY	8
APP	PENDIX A - INSERT DOCUMENT	10

#### 1 BACKGROUND

# 1.1 Title of the Policy and Commencement Date

The Construction Workers Accommodation Policy takes effect upon adoption by Council.

## 1.2 Purpose of the Policy

The purpose of this Policy is to provide guiding principles to developers seeking to construct, manage and operate Construction Workers Accommodation within the Singleton Local Government Area (LGA).

#### 2 OBJECTIVE

# 2.1 Objectives and Coverage of the Policy

This Policy aims to provide transparency regarding Construction Workers Accommodation through:

- Providing Council's preferred locations for investigation of Construction Workers Accommodation in Singleton
- 2. Providing guiding principles for the location, construction, operation, reuse and decommissioning of Construction Workers Accommodation.
- Clearly outline the roles and responsibilities of Council and developers in the assessment, construction, operation, reuse and decommissioning of Construction Workers Accommodation.
- 4. Promoting the benefits and value of Singleton and surrounding communities as a place to live, work, play and invest.

# 3 APPLICATION

#### 3.1 Application of this Policy

This Policy applies to all Construction Workers Accommodation proposals within the Singleton Local Government Area and is not limited to accommodation required for electricity infrastructure development.

This Policy applies to Construction Workers Accommodation proposed and installed in neighbouring Local Government Areas, where these facilities are likely to have an impact on the delivery of services by Singleton Council.

#### 4 DEFINITIONS

For the purposes of this policy:

Term	Meaning
Council	

	Singleton Council
Construction Workers Accommodation	The State Environmental Planning Policy (Housing) 2021 sets out:
	construction workers accommodation means a place that is—
	(a) used to provide at least 5 dwellings for relevant workers in moveable dwellings, other than campervans, caravans or tents, and
	(b) ancillary to the construction of approved electricity infrastructure development; or
	(c) State significant development (mining, extractive industries, air transport facilities, port facilities and rail and related transport facilities); or
	(d) State significant infrastructure (public authority activities, port facilities, rail infrastructure, water storage or water treatment facilities, pipelines).
	Note: State significant development and State significant infrastructure are defined under the State Environmental Planning Policy (Planning Systems) 2021.
	The State Environmental Planning Policy (Housing) 2021 defines electricity infrastructure development as development for the following purposes that is carried out in a renewable energy zone—
Electricity Infrastructure Development	(a) electricity generating works, within the meaning of <u>State Environmental Planning Policy (Transport and Infrastructure)</u> 2021, Part 2.3, Division 4,
	(b) electricity transmission or distribution networks, within the meaning of <u>State Environmental Planning Policy (Transport and Infrastructure)</u> 2021, Part 2.3, Division 5.
Renewable Energy Zone	Geographical area of the State and the infrastructure specified in a declaration by the Minister
Temporary Workers' Dwellings	Housing provided on a temporary basis for workers who need accommodation for the life of a project or a season.
	Accommodation for non-electricity infrastructure development uses, including mining, infrastructure, seasonal workers in the agricultural or tourism sectors.
Rural Workers' Dwellings	Permanent housing provided on farm on a year round or seasonal basis for workers involved in agriculture or rural industries on that land.

# 5 PRINCIPLES/BODY

# 5.1 Procedural Statement

**Housing Dynamics in Singleton Local Government Area** 

Singleton Council's preference is to provide for a long term, legacy solution where Construction Workers Accommodation contributes to addressing the longer-term shortage of short-term rental accommodation for industry diversification in the LGA, as well as meets known accommodation needs to support crisis services, homelessness, aged care, over 55s, essential workers accommodation and youth accommodation.

The adopted Singleton Local Strategic Planning Statement identifies the following planning priorities:

- Accommodation, facility and service provision meets the needs of the aging population
- The housing stock is high-quality, affordable and provides for a range of accommodation choices

Whilst not specifically identifying the needs of construction workers within the Local Strategic Planning Statement, the policy direction of Council is to ensure housing in the LGA meets community expectations to a high standard.

The adopted Singleton Local Housing Strategy identifies the following gaps:

- · Greater diversity of lot sizes
- Diverse and affordable housing types
- · Dwellings with fewer number of bedrooms
- Housing to cater towards short-term stays and temporary workers
- Dwellings in rural areas

To address these gaps, the Local Housing Strategy includes the following actions, specifically targeting temporary workers:

- Investigate a public-private partnership "demonstration project" for a diverse housing typology project.
- Proactively work with resources sector, community housing and Defence Housing Authority providers to explore new models for shared and investment incentives through subsidized or deferred return on investment programs.
- Support innovative housing solutions such as pre-fab, manufactured housing, 3D print housing and tiny houses where development outcomes do not negatively affect amenity of the site or surrounds.
- Investigate and implement ways to encourage temporary housing for transient workers or individuals displaced due to social issues. This can include motel and hotel developments, so rental stock is not taken up by this cohort.

The actions within the adopted Local Housing Strategy should be considered when assessing site suitability for Construction Workers Accommodation.

#### Use of Existing Sites within the Singleton Local Government Area

To assist, Singleton Council has identified locations within the Singleton Local Government Area that meet the criteria listed within this Policy. These locations have been identified through the adopted Singleton Local Strategic Planning Statement and the Singleton Local Housing Strategy as either infill potential or Strategic Growth Areas.

These sites have the following characteristics that align broadly with this Policy, noting detailed site assessment is required to determine the full suite of constraints (if any):

- Located within existing Strategic Growth Areas, zoned residential with no rezoning requirements for Construction Workers Accommodation
- Access to required infrastructure, including water, reticulated sewer, electricity and telecommunications (including NBN)
- · Not located on the flood plain
- Largely free of biodiversity constraints, however contemporary assessments would be required
- Not located on biophysical strategic agricultural land or critical industry cluster
- General topography is suitable for development
- · Access to community services and facilities, including retail
- Capable of creating a walkable neighbourhood

The following list has been compiled based on adopted Council strategies.

#### Suitable Strategic Growth Area sites:

- Lot 9 DP1196266 (Singleton Local Housing Strategy Strategic Growth Area 6)
- Lot 2 DP1279109 (Singleton Local Housing Strategy Strategic Growth Area 3)

Repurpose sites: existing sites that have the potential to be repurposed as Construction Workers Accommodation include:

Part Lot 203 DP1042655 (Former Mercy Aged Care Services site)

#### Infill development sites: within the Singleton town centre:

- Lot 1 DP1070881 (corner Patrick Street and Queen Street, Singleton)
- Part Lot 3 DP1070881 (corner Patrick Street and Queen Street, Singleton)

#### **Supporting Accommodation for Rural Workers**

Council supports the use of Construction Workers Accommodation in rural areas where the accommodation can be repurposed for rural workers where seasonal work requires temporary accommodation.

# Site Selection Criteria and Design Requirements

Where Council's preferred sites are determined to be unsuitable, site selection should be consistent with the below criteria-based approach that takes into consideration accessibility and serviceability ahead of project convenience.

In addition to the design requirements set out in Councils adopted Development Control Plan and Engineering Standards, Construction Workers Accommodation should include consideration of the following:

 Located adjacent or near to existing urban zoned land ((R1 - General Residential', R2 - Low-density Residential) or should be a logical extension of an existing lifestyle living area

- Have access to the required services and infrastructure including water, reticulated sewer/onsite sewer management system, electricity, telecommunications (including NBN)
- Is not located on the flood plain
- Be free of high biodiversity or ecological value. Where biodiversity constraints exist, be accompanied by a Biodiversity Development Assessment Report (BDAR)
- Be consistent with Planning for Bushfire Protection requirements
- Be supported by a water and sewer servicing strategy and infrastructure needs analysis
- Should not be proposed in areas identified as biophysical strategic agricultural land or critical industry cluster
- The proposed land hast the following general attributes:
  - Flat-moderate grades
  - o Access to community services and facilities
  - Access to convenience and/or other retail
  - Road access
  - Capable of creating a walkable neighbourhood

The selection of any site for Construction Workers Accommodation should be located to:

- Allow infrastructure to be converted, with the approval of Council, and used for future residential or visitor accommodation or employment generating activities
- Allow for logical extension to existing lifestyle living or residential development
- Minimise the impact to Council on the provision of infrastructure and community services
- Provide ease of access for workers to community services

The design of Construction Workers Accommodation should consider:

- Sustainable building design principles, including the Nationwide House Energy Rating System (NatHERS) and partnership with the National Built Environment Rating System (NABERS).
- Alignment with the Trajectory for Low Energy Buildings
- The strategies required to eliminate modern slavery risks in the whole of life supply chain for the proposed development

#### **Provision of Infrastructure**

Council has an adopted Local Infrastructure Contributions Plan, Planning Agreement Policy and Water and Sewer Development Servicing Plans which provide for the provision of development led infrastructure within the LGA.

Council has an adopted Asset Management Strategy and supporting plans for buildings, transportation, open spaces and reserves, stormwater drainage,

roads, sewer and water infrastructure delivered and maintained by Council.

Proposed Construction Workers Accommodation developments should consider these strategic plans when determining the location and infrastructure needs of the development.

Council reserves the right to use its adopted Planning Agreement Policy as a framework to offset impacts of proposed Construction Workers Accommodation.

Access to infrastructure should be an extension of existing servicing, to prevent isolated and costly service arrangements.

Construction Workers Accommodation will require a water/sewer servicing strategy to be developed and submitted with any application.

Council's Development Control Plan and Engineering Standards and Water and Sewer Technical Specifications must be complied with. Where deviation is proposed, early engagement with Council is encouraged.

Construction Workers Accommodation should include the principles of a Circular Economy to provide for collection, recycling and reuse of waste produced on site.

#### **Provision of Social and Community Infrastructure**

Council supports a 'dry mess' facility to improve safety and encourage use of local retail and hospitality services. Council will not accept an application that includes a 'wet mess'.

Where possible, local procurement for operations, maintenance and management of facilities should be undertaken and include First Nations providers.

The impact of the development on support services in health, education and sport should be assessed in a cumulative sense. Council encourages consultation and engagement with service providers early in the development process to ensure adequacy and cumulative impacts are assessed.

The assessment of impact on support services should result in no net impact to existing locally provided services and, where services are available in the community, the Construction Workers Accommodation should use these.

#### Long Term Legacy

Construction Workers Accommodation have the potential to provide a long-term legacy to communities through the sharing, reuse and/or repurposing of facilities between projects and to support individuals displaced due to housing affordability and availability in the LGA.

Council supports the lodgement of development applications for the change of use of Construction Workers Accommodation to a higher order use following construction, where the proposal meets the legislative and policy requirements at the time of lodgement.

Accommodation should be designed to create an attractive space for immediate and future users and consider contemporary models such as the Core and Cluster Model used in other service areas.

#### 6 RELEVANT LEGISLATION

Environmental Planning and Assessment Act, 1979

Construction Workers Accommodation Policy

Page 8 of 11

Environmental Planning and Assessment Regulation, 2021 State Environmental Planning Policy (Housing) 2021 Guidelines for Construction Workers Accommodation

#### 7 DOCUMENT INFORMATION

Related documents and reference information in this section provides a single reference point to develop and maintain site compliance information.

#### 7.1 Related Documents

Related documents, listed in Table 7-1 below, are internal documents directly related to or referenced from this document.

Number	Title
23/20371	Engineering Design Guidelines
23/20041	Engineering Construction Guidelines
23/20043	Standard Drawings
24/30502	Development Servicing Plan - Water
24/30501	Development Servicing Plan - Sewer
24/39950	Technical Specifications – Water
24/39951	Technical Specifications – Sewer

Table 7-1 – Related documents

#### 8 RESPONSIBLE OFFICER / POLICY OWNER

Ownership of this policy rests with the Manager Development and Environmental Services.

#### 9 RESPONSIBILITIES

Parties or Persons	Responsibilities
General Manager and Executive Leadership Team	Ensure adequate resources are available to support implementation of the Policy.
Manager Development and Environmental Services	Ensure Construction Workers Accommodation is assessed in accordance with this Policy and relevant planning instruments.
Planning and Development	Undertake assessment of Construction Workers     Accommodation applications and provide advice into State

Construction Workers Accommodation Policy

Coordinator	significant development proposals consistent with this Policy, Council's adopted Development Control Plan and any relevant legislation.
Principal Development Contributions Officer	<ul> <li>Ensure planning agreements are undertaken in accordance with Council's adopted Planning Agreements Policy.</li> <li>Ensure local infrastructure contributions are levied in accordance with Council's adopted Local Infrastructure Contributions Plan.</li> </ul>
Manager Infrastructure Services	<ul> <li>Ensure servicing requirements for Construction Workers         Accommodation are consistent with Council's adopted         Engineering Standards and other relevant documents.     </li> </ul>
Manager Water and Sewer	<ul> <li>Ensure servicing requirements for Construction Workers Accommodation are consistent with Council's adopted Engineering Standards and other relevant documents.</li> </ul>

#### 10 APPROVAL

As per cover sheet.

#### 11 MONITORING

This policy will be monitored by the Manager Community Growth and Evolution to ensure compliance.

#### 12 REVIEW DATE

This policy, once adopted, is to remain in force until it is reviewed by Council. This policy is to be reviewed within twelve (12) months to ensure that it meets legislative and community requirements.

## 13 RECORD KEEPING, CONFIDENTIALITY AND PRIVACY

This policy is to be made available for public viewing as required under the Government Information (Public Access) Act, 2009.

#### 14 BREACHES AND SANCTIONS

Any breaches of this Policy will be referred to the General Manager for appropriate action.

#### 15 DOCUMENT HISTORY

The below table provides a summary of changes and amendments to this document.

Construction Workers Accommodation Policy

Page 10 of 11

Version	Date Amended	Author	Comments (eg reasons for review)
0	NA	Mary-Anne Crawford	New Policy
			•
			•
			•
			•
			•



Construction Workers Accommodation Policy

**FILE:** 23/00186

Infrastructure & Planning Report (Items Requiring Decision) - DI&P48/25

DI&P48/25. Draft Singleton Rural Lands Strategy

Author: Principal Development Contributions Officer

**Development & Environment** 

#### **Executive Summary**

The purpose of this report is to advise Council of the outcomes of the consultation undertaken on the Draft Singleton Rural Lands Strategy (the draft Strategy), and to note the proposed response to submissions provided at (Attachment 1 – Under Separate Cover). The report recommends that Council adopt the draft Strategy (Attachment 2 – Under Separate Cover) as amended.

The draft Strategy outlines a framework for the future planning, development, and management of rural lands across the Singleton Local Government Area (LGA). It aims to support strategic and informed decision-making through recommended land use planning controls tailored to the unique environmental, social, and economic characteristics of Singleton's rural areas.

The consultation process provided an opportunity for the community, stakeholders, and government agencies to review and comment on the draft Strategy. Feedback received has helped to refine the draft Strategy's key directions and priorities, including the management of rural growth, the protection of rural character and biodiversity, the promotion of sustainable economic development, and the need for land use compatibility and clarity in planning controls and policies.

#### **RECOMMENDED** that Council

- 1. Receive and note the submissions received during the public exhibition of the draft Singleton Rural Lands Strategy (**Attachment 1 Under Separate Cover**); and
- 2. Support an additional action for council to investigate the impacts of rural land fragmentation resulting from subdivision to support major projects, including the Singleton Bypass, rail transport routes, and projects resulting from the Renewable Energy Zone; and
- 3. Adopt the Singleton Rural Lands Strategy (**Attachment 2 Under Separate Cover**) as amended.

#### Report

At its meeting on 17 June 2025, Council resolved to publicly exhibit the draft Strategy for 28 days in accordance with the *Environmental Planning and Assessment Act, 1979 and Environmental Planning and Assessment Regulations, 2021.* The draft Strategy was publicly exhibited from 9am Thursday 19 June 2025 to 5pm Friday 18 July 2025. Six submissions were received during the exhibition period, including a submission from the NSW Department of Primary Industries. Responses to the issues raised in these submissions are provided in (**Attachment 1 – Under Separate Cover**).

The draft Strategy aims to:

- Preserve rural land by maintaining viable agricultural, environmental, and rural lifestyle areas while minimising land fragmentation.
- Manage land use compatibility by reducing conflicts between agricultural, residential, mining, renewable energy and conservation uses through clear planning principles.
- Align rural land use with strategic planning priorities, ensuring development is wellmanaged and appropriately located.
- Enhance planning frameworks with evidence-based recommendations for future studies on zoning, dwelling entitlements, and land management policies.
- Integrate community and stakeholder input to ensure local knowledge and priorities inform future rural land planning.

There are proposed amendments to the draft Strategy following exhibition to improve clarity, alignment and scope. These include:

- clarifying the purpose of Figure 4 and making explicit that it does not preclude other strategic outcomes facilitated through the Housing Strategy, LSPS or related plans
- updating Figure 4 to refer to the Clause 4.2A Investigation Area, incorporate Regionally Significant Growth Areas, and identify the Hunter Valley Vineyards District and Hermitage Road Precinct as a Regionally Significant Growth Area;
- adding a new section on alignment with other policies to clarify the role of Clause
   4.2A in contrast with rezoning pathways;
- a statement recognising that while planning controls are an important lever, Council
  also has other mechanisms to implement policy intent; a new draft action to prepare
  a Water Considerations Report (supported by grant funding) in collaboration with
  Muswellbrook and Upper Shire Hunter Councils;
- inclusion of a reference list/bibliography;
- a new action to review the rural land use tables in the Singleton Local Environmental Plan 2013; and
- refinements to language to ensure consistency with the Environmental Planning and Assessment Act. 1979.

#### **Community Strategic Plan**

Strategy: 2 Our Places

Deliverable: 2.3 Our Places are thoughtfully designed to enhance the

environment, heritage and investment outcomes

Action: 2.3.1 Advocate and facilitate land use planning and

development outcomes which respect and contribute in a

positive way to the environment and community

#### **Council Policy/Legislation**

#### Singleton Local Environmental Plan (LEP) 2013

The strategy supports the delivery of land use planning outcomes in accordance with the LEP. An action within the draft Strategy is to progress a planning proposal to amend Clause 4.2A of the SLEP 2013 to provide dwelling entitlements for sites identified through the Dwelling Entitlement Study.

#### Singleton Local Housing Strategy (LHS)

The draft strategy helps achieve Action 1 (Principle 1) from the LHS to 'Liaise with Government agencies to investigate how sensitive increases in housing densities on rural lands can be achieved including a Dwelling Entitlement Map'.

#### **Financial Implications**

There are no financial implications arising from the adoption of the draft Strategy. Implementation of the draft Strategy and its associated actions will be incorporated into future Operational Plans utilising existing resources

#### Consultation

#### Internal

The draft Strategy has been prepared in consultation with Council's Environmental Services and Economic Development teams, together with input from consultants Urbis.

A Councillor briefing on the draft Strategy was held on 6 May 2025, and a second briefing held on 2 September 2025 to discuss changes made to the Strategy as a result of submissions received. Following this briefing, an additional recommendation has been included to reflect concerns raised in relation to the fragmentation of rural land and the consequences for economic use of that land because of major projects, including Singleton Bypass, rail transport routes, and projects resulting from the Renewable Energy Zone.

#### External

The draft Strategy was publicly exhibited from 9am Thursday 19 June 2025 to 5pm Friday 18 July 2025. Six submissions were received during the exhibition period, including a submission from the NSW Department of Primary Industries. Responses to the issues raised in these submissions are provided in (**Attachment 1 – Under Separate Cover**). Consultation has also included engagement with relevant State agencies, including the Department of Primary Industries, and meetings were held to discuss and respond to their submissions.

#### **Sustainability**

The draft Strategy aims to preserve rural land by maintaining viable agricultural, environmental, and rural lifestyle areas while minimising land fragmentation. It seeks to manage land use compatibility by reducing conflicts between agricultural, residential, mining, renewable energy, and conservation uses through the application of clear planning principles.

The Strategy aligns rural land use with broader strategic planning priorities to ensure development is well-managed and appropriately located. It also enhances the planning framework with evidence-based recommendations to inform future studies on zoning, dwelling entitlements, and land management policies. Importantly, the Strategy integrates community and stakeholder input to ensure that local knowledge and priorities are reflected in future rural land planning.

This approach contributes positively to social outcomes by supporting cohesive rural communities and protecting rural character and lifestyle values. Environmentally, it helps safeguard natural assets and biodiversity by limiting incompatible land uses and encouraging sustainable land management. Economically, the draft Strategy supports the long-term viability of agriculture and other rural industries by maintaining access to productive land and reducing land use conflicts, fostering a more resilient and diversified rural economy

#### **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that, without a strategy to support an amendment to the LEP in relation to dwelling entitlements, the proposal would have no strategic merit, which is a requirement of an LEP amendment. This may lead to the State Government not supporting the LEP amendment and reputational damage to Council.	Medium	Adopt the recommendation	Low	Yes

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that without a strategy that guides rural land use compatibility, further land use conflict will occur. This may lead to fragmentation of productive agricultural land, reduced investment certainty, and reputational damage to Council as a result of increased community opposition to new development.	Medium	Adopt the recommendation	Low	Yes

#### **Options**

The following options are available to Council:

#### That Council

- a) Receive and note the submissions received during the public exhibition of the draft Singleton Rural Lands Strategy (Attachment 1 – Under Separate Cover); and
- b) Support an additional action for council to investigate the impacts of rural land fragmentation resulting from subdivision to support major projects, including the Singleton Bypass, rail transport routes, and projects resulting from the Renewable Energy Zone; and
- c) Adopt the Singleton Rural Lands Strategy (**Attachment 2 Under Separate Cover**) as amended.
- 2. That Council does not endorse the recommendations.

Option one is recommended.

#### **Conclusions**

This report seeks Council's endorsement to adopt the draft Singleton Rural Lands Strategy, as amended, due to the submissions received during the public exhibition of the draft strategy.

The draft Strategy provides a framework to guide the future planning, development, and management of rural lands within the Singleton LGA. The draft Strategy addresses emerging challenges and opportunities and outlines key directions for the sustainable future of Singleton's rural lands including managing growth, protecting rural character, preserving biodiversity, supporting economic development, and ensuring appropriate land use planning.

#### **Attachments**

**AT-1** Attachment 1 - Response to Submissions

AT-2. Attachment 2 - Draft Singleton Rural Lands Strategy

### **Draft Rural Lands Strategy – Submissions**

No.	Author of submission	Comment	Council response
1.	Belford Land	The submission states that the draft Rural Lands Strategy (Draft RLS) consolidates spatial data from various sources into a single map and explicitly frames strategies and actions around this map.	Council notes that while the methodologies underpinning the spatial data are not without limitations, the draft Rural Lands Strategy is based on the best available information and mapping currently provided at the State and regional level.
		The submission notes that this spatial data combines various state and regional agricultural mapping products with differing methodologies, resulting in a uniform but nonspecific assessment of agricultural significance across the LGA, despite data limitations such as the age of the data.	These datasets, although developed for different purposes, reflect the standards and expectations set by the NSW Government. The Strategy seeks to utilise this information in a consistent and transparent way to support long-term planning outcomes across the LGA.
		The submission requests that Council adopt a more nuanced and integrated mapping and policy approach, particularly in areas where multiple strategic objectives from existing Regional and Local strategies and initiatives overlap.	The draft Strategy has been amended to clarify the strategic policy context and explicitly reference the relationship with other Council and Regional strategies. A new section has been added to confirm that Figure 4 applies specifically to those seeking to utilise Clause 4.2A, and that other strategic objectives may be facilitated through pathways such as the Housing Strategy and the LSPS. This ensures the Strategy sits within a broader policy framework

The submission details what it describes as 'Issue 1: Misalignment with Council's Local Housing Strategy' by stating that the draft Rural Lands Strategy (RLS) conflicts with Council's adopted Local Housing Strategy (LHS), which identifies key "search areas" around Singleton and Branxton for future urban and lifestyle housing.

The submission asserts that these areas, intended to address housing supply gaps and leverage existing infrastructure, are largely constrained by RLS Planning Principle 1, which discourages non-agricultural uses on land mapped as significant for agriculture.

The submissions states that this misalignment creates uncertainty for developments like Radford Park and Murrays Rise, which are already contributing to housing targets in line with the LHS, and highlights the need for clearer policy direction to support ongoing investment in these areas.

and provides clarity around how different planning mechanisms interact

The draft Strategy has been amended to clarify its relationship with other Council strategies, including the LHS, to ensure consistency and certainty for landowners, developers, and the community. As above, the Strategy now makes clear that Figure 4 is intended to apply to proposals seeking to utilise Clause 4.2A of the Singleton Local Environmental Plan 2013 and does not preclude or override strategic planning processes identified in the LHS, LSPS or other adopted strategies.

Council recognises that the LHS identifies search areas around Singleton and Branxton to meet housing supply needs in locations with existing and planned infrastructure capacity. The Strategy has therefore been updated to explicitly state that rezoning pathways for urban and lifestyle housing will be facilitated through the LHS and LSPS, and that Planning Principle 1 is not intended to constrain or undermine the delivery of Council's adopted housing objectives.

The submission recommends a fundamental review of Figure 3 in the draft RLS, along with Planning Principle 1, to ensure alignment with Council's adopted Local Housing Strategy (LHS). It suggests refining the map to prioritise land near existing urban areas for housing, thereby supporting housing targets and reducing ambiguity, while still requiring site-specific proposals to meet existing statutory assessment processes.

The draft Strategy has been amended to clarify the purpose and application of mapping figures, including the relationship between the RLS and the LHS. In particular, a new section has been included to state that Figure 4 applies specifically to proposals seeking to utilise Clause 4.2A, while rezoning pathways for urban and lifestyle housing will continue to be assessed through the LHS and LSPS.

Council considers that this clarification provides greater certainty and reduces ambiguity, ensuring that areas identified in the LHS as suitable for future housing are not constrained by Planning Principle 1 of the RLS. Statutory planning processes, including detailed site-specific assessment, will remain the mechanism for testing proposals in appropriate locations.

The submission details what it describes as Issue 2: Misalignment with RSGA Planning by stating that the draft Rural Lands Strategy does not align with the strategic direction set out in the Hunter Regional Plan 2041, which identifies the Hunter Valley Vineyards District, including the Hermitage Road Precinct, as a Regionally Significant Growth Area (RSGA).

It argues that while Council's Vineyards and Rural Tourism Strategy (2023) and ongoing RSGA Place Strategy planning recognise the area's unique character, smaller lot sizes, and economic reliance on a blend of viticulture and Council acknowledges the submission regarding the alignment of the draft Strategy with the Hunter Regional Plan 2041 and the recognition of the Hunter Valley Vineyards District, including the Hermitage Road Precinct, as a Regionally Significant Growth Area (RSGA). To address this, the draft Strategy has been amended to include the Hunter Valley Vineyards District and Hermitage Road Precinct as an RSGA within Figure 4, consistent with the Regional Plan and Council's Vineyards and Rural Tourism Strategy (2023).

This amendment strengthens the draft Strategy's alignment with broader regional planning priorities

tourism, the draft RLS largely overlooks this context.

The submission states that instead, it frames the area in a preservation-focused manner that underplays the evolving economic needs of the wine industry, including a necessary shift towards more adaptive, tourism-integrated land uses.

The submission states that this misalignment risks undermining planned growth and adaptive land use models critical to the long-term viability of the Hermitage Road Precinct.

The submission states that the draft RLS contains a strategic inconsistency between Planning Principle 2 (PP2), which restricts rural housing to certain areas near urban centres, and Planning Principle 5 (PP5), which encourages agricultural innovation and diversification.

The submission argues that without a mechanism to enable dwellings linked to agricultural productivity, the intent of PP5 is undermined—particularly for investors and landowners seeking to support small-lot viticulture or other intensive uses where a residence is essential to the operation.

and acknowledges the importance of viticulture and tourism as interdependent drivers of the local economy. The draft Strategy has also been updated to clarify that Council's intent is not solely 'preservation-focused', but instead supports a balanced approach that enables adaptive and tourism-integrated land uses while maintaining the District's unique character and long-term viability.

The draft Strategy seeks to provide a balanced framework that both manages the location of rural housing (PP2) and supports agricultural innovation and diversification (PP5).

To clarify this relationship, the draft Strategy has been amended to confirm that Planning Principles should be read collectively and in the context of other adopted strategies, rather than in isolation. A new section has been included to explain that Figure 4 applies only to proposals seeking to utilise Clause 4.2A, and that other pathways, such as rezoning or site-specific planning proposals, remain available through the Housing Strategy or LSPS where appropriate.

		The submission recommends that Council consider the following to ensure the final Rural Lands Strategy aligns with existing strategic directions and supports the Regionally Significant Growth Area (RSGA):  1. clearly map the Broke and Hermitage Road RSGA precinct boundaries; 2. explicitly support rural lot diversity, particularly ~10ha lots with on-farm dwelling entitlements for boutique viticulture and tourism; 3. reform Planning Principle 5 (PP5) to endorse adaptive viticulture models; 4. reframe Planning Principle 3 (PP3) to highlight the symbiotic potential between tourism and viticulture; 5. clarify Planning Principle 2 (PP2) to distinguish between rural living and onfarm dwelling entitlements; and provide clear policy certainty to encourage ongoing investment in viticulture, tourism, and related land uses within the Hermitage Road Precinct.	This clarification ensures that PP5 is not undermined by PP2, and that proposals which genuinely support agricultural innovation and diversification—including small-lot viticulture and other intensive uses—can continue to be facilitated through the appropriate statutory planning mechanisms.
2.	Resident	The submission states that the draft RLS is very limited in its scope and misses important issues key to the future of Singleton's rural area.	The draft Strategy has been amended to broaden its scope and strengthen its policy framework, ensuring it informs future land use planning and regulatory measures in a more comprehensive manner.
		The submission adds that apart from proposing further review of dwelling entitlements, the	In particular, the draft Strategy now includes:

Strategy is of limited effectiveness in informing future land use planning policy and regulatory A new section on alignment with other policies to measures. clearly establish its role alongside the Housing Strategy, LSPS and other adopted Council and Regional strategies. Recognition that Council has a range of levers to influence rural land use, in addition to planning controls, including infrastructure investment, advocacy, and partnerships. A new draft action to prepare a Water Considerations Report, which will address water demand and security issues across current, transitioning and emerging industries, undertaken in collaboration with adjoining councils. A new action to review rural land use tables in the Singleton LEP 2013 to ensure consistency with adopted policy directions and zone objectives. The addition of a reference list/bibliography to improve transparency and provide an evidence base for future decision-making. Together, these amendments expand the scope of the draft Strategy beyond the issue of dwelling entitlements, strengthening its effectiveness as a guiding framework for rural land use planning in Singleton.

The submission states that there is minimal The draft Strategy has been amended to strengthen review of the historic context for planning of its strategic policy context, including clearer rural lands in Singleton or analysis to identify references to relevant State, Regional and Local key issues. strategies, and to provide a more explicit explanation of how the draft Strategy builds on previous planning frameworks. In addition, the inclusion of a reference list/bibliography will improve transparency by identifying the evidence base that has informed the draft Strategy, including historical policy documents and relevant studies. These amendments ensure that the draft Strategy is supported by a clearer contextual foundation and provides a more robust platform for guiding future planning decisions. The submission states that the draft RLS fails The draft Strategy has been amended to include a either to recognise or review the mechanisms new section clarifying that Council has a range of that Council has available to implement the levers to influence rural land use outcomes, of which intent of the Strategy through its land use planning controls are one important mechanism. planning controls. This addition makes clear that statutory planning instruments, such as the Singleton Local Environmental Plan 2013 and Development Control Plan, will play a central role in implementing the draft Strategy, while also recognising the importance of complementary measures such as infrastructure planning, economic development initiatives, partnerships, and advocacy. Further, the draft Strategy now includes an action to review the land use tables in rural zones to ensure they align with

Council's adopted policy positions and the objectives of the Local Environmental Plan. The submission states that the following The draft Strategy has been amended to provide a aspects should be included in the RLS: stronger implementation framework and to further recognise Council's available planning mechanisms. 1. Zoning - are existing zonings appropriate, should zone objectives be changed or updated. The draft Strategy now includes an action to review and/or should land use permissibility be the land use tables for rural zones to ensure changed? alignment with Council's adopted policy positions and the objectives of the Singleton Local 2. Dwelling entitlements - what is the role, Environmental Plan 2013. This action will provide the purpose and what are the issues associated opportunity to examine matters such as zoning, zone with rural dwellings such as their impact on objectives, and land use permissibility in greater land use? detail. The draft Strategy also clarifies the role and purpose of dwelling entitlements by stating that 3. Minimum subdivision size - should minimum Figure 4 applies only to proposals seeking to utilise subdivision sizes be changed to protect Clause 4.2A, while other pathways for considering agricultural holding sizes, or to maintain buffers housing outcomes will be managed through the around sensitive uses? Housing Strategy and Local Strategic Planning Statement. 4. Mapping overlays - are there opportunities to introduce mapping either in the LEP or The draft Strategy also now includes a clearer Development Control Plan provisions to ensure statement that planning controls are not the only relevant matters are considered in subdivision lever available to Council, and that decisions on rural and development? land use will also consider the costs and implications of providing rural services and infrastructure, 5. Limiting development to enable economic supported by mechanisms such as development provision of rural services - what are the contributions. economic implications of rural development for Council and other public services (eg roads, garbage, bush fire protection, biosecurity,

	electricity, etc). Do development contributions cover public infrastructure costs?	
	The submission recommends that the strategy provide guidance on renewable energy infrastructure design and siting, protection of biodiversity values, water availability and security, and biosecurity risks. It also calls for direction on buffer area requirements around sensitive land uses and for consideration of road hierarchy, infrastructure access, and the management of public servicing costs and traffic impacts.	Council acknowledges the submission seeking greater guidance on renewable energy, biodiversity protection, water security, biosecurity, buffers around sensitive uses, and servicing and traffic impacts. The draft Strategy has been amended to broaden its scope by committing to the preparation of a Water Considerations Report (in partnership with neighbouring councils) to address water demand and security for current and emerging industries, including renewable energy.
		The draft Strategy also includes an action to review rural land use tables, which will provide an opportunity to consider matters such as renewable energy, biodiversity and biosecurity within the statutory framework. Further, the draft Strategy clarifies that Council has a range of levers beyond planning controls, including infrastructure and servicing strategies, to address issues such as road hierarchy, public servicing costs and traffic impacts.

The submission states that the draft the draft Strategy is not clear about:

- 1. Whether the approach outlined in the *Singleton Local Housing Strategy* is being implemented,
- 2. Whether consultation with relevant government agencies has taken place, and
- 3. How the draft Strategy principles would be applied in determining 'site suitability

The draft Strategy has been amended to confirm that the Local Housing Strategy provides the pathway for rezoning and housing outcomes, while the draft Strategy focuses on Clause 4.2A and broader rural land use directions.

Consultation has occurred with relevant government agencies, including the Department of Primary Industries, and wording in the draft Strategy has been refined in response to their submission.

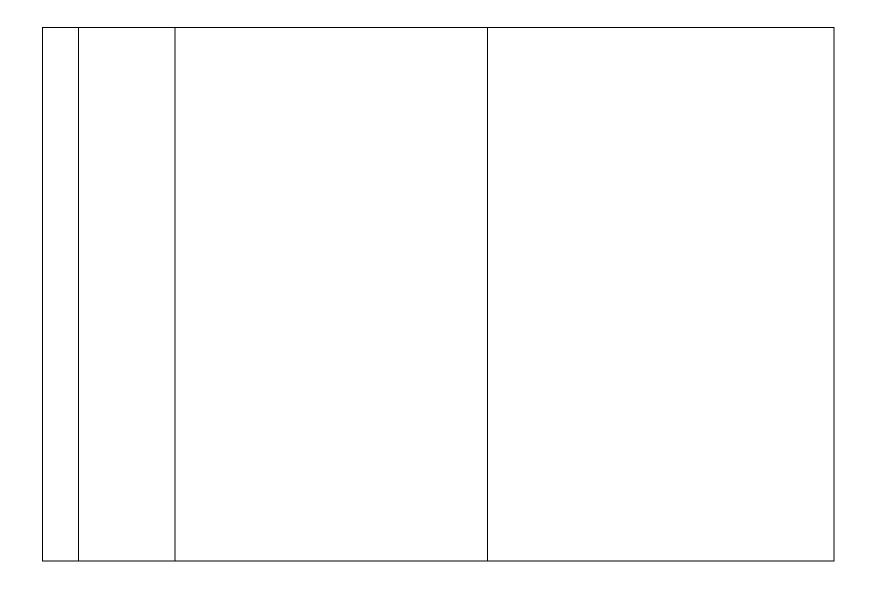
The submission recommends that the strategy address several key points. It suggests that minimum subdivision sizes and dwelling entitlements be considered together, in line with the objectives and policies in Section 8.1 of the Singleton Land Use Strategy 2008. It also proposes adding actions to review the economic costs and implications of providing services to rural dwellings, and to assess the appropriateness of current rural contributions plan requirements.

Another recommended action is to identify areas of high biodiversity value, map biodiversity corridors, and strengthen environmental conservation and land management. The submission further calls for

The draft Strategy has been amended to clarify the role of dwelling entitlements and subdivision, confirming that proposals under Clause 4.2A will be addressed through the draft Strategy, while broader housing outcomes are managed through the Local Housing Strategy.

The draft Strategy now also recognises the economic implications of rural development and servicing, with Council to consider these issues through its infrastructure planning and development contributions framework. In addition, the Strategy has been strengthened to highlight the importance of biodiversity values and conservation, supported by the inclusion of a reference list to ensure transparency of the evidence base.

	clear references to ensure the strategy's	Council acknowledges the importance of
	evidence base is accurate and transparent, and	consultation with Aboriginal communities and will
	for consultation with Aboriginal communities to	continue to work with Traditional Owners and
	integrate biodiversity protection and First	relevant organisations to integrate First Nations
	Nations knowledge in rural land use planning.	knowledge in rural land use planning, particularly in
		relation to biodiversity and land management.



3.	Resident	The submission states that The 'Strategic Planning Framework' should contain more analysis regarding rural issues that are addressed in Council's and others' previous documents, and adds that's there is no reference to Singleton Land Use Strategy 2008 (and the Situation Analysis that informed it).  The submission states that the Strategy should strive to understand what has changed and what was or wasn't achieved through the 2008 Strategy and the subsequent implications.	The draft Strategy has been amended to provide clearer context on how it relates to earlier strategic work and to other adopted Council and Regional policies. A reference list/bibliography has also been added to ensure transparency of the evidence base and to identify key documents that have informed the draft Strategy.  While the draft Strategy does not provide a detailed review of the 2008 Strategy, it is intended to build on that earlier work by focusing on contemporary issues and emerging trends affecting rural land use
		The submission states that while some agricultural data is included in the draft Strategy, easily accessible data regarding current agricultural production, employment and land use is missing, as is the analysis of what this and other data means for the future of	The draft Strategy has been amended to strengthen its strategic policy context and improve transparency through the inclusion of a reference list/bibliography, which identifies the evidence base informing the Strategy.
		agriculture in the LGA.	Council also notes that more detailed agricultural production and employment data will be incorporated into future strategic work, including the preparation of the Water Considerations Report, which will analyse the needs of existing and emerging industries such as agriculture. This approach ensures that future planning for rural lands is informed by current data and trends while maintaining the draft Strategy as a high-level policy framework.
		The submission highlights that the Strategy places significant emphasis on the Singleton	Council acknowledges the importance of the DCP in guiding detailed development outcomes and agrees

Local Environmental Plan (LEP) but only briefly addresses the Development Control Plan (DCP). It argues that the DCP often has greater influence and flexibility in managing future development applications.

Key questions are raised regarding the adequacy and effectiveness of current DCP provisions for rural development, whether recurring issues have been identified, if additional provisions are required, and the need for greater alignment with adjoining LGAs' DCPs, particularly in vineyard areas.

that a review of its provisions will be necessary to complement the LEP and support the objectives of the Strategy. The questions raised will be considered as part of the DCP review process, including alignment with adjoining LGAs where appropriate and exploring opportunities for mapping specific constraints such as buffer zones and separation distances.

The submission requests clearer alignment between the draft Rural Lands Strategy and Council's Singleton Local Housing Strategy 2041. It guestions how rural housing needs identified in the Housing Strategy are addressed by the draft Rural Lands Strategy, and highlights concerns about the impacts of past R5 Large Lot Residential zoning, subdivision, and housing on agricultural land. The submission asks how future 'large lot lifestyle housing' will be managed, given that R5 land is not included in the draft Strategy but future rezoning requests may involve rural land. It also seeks clarity on the criteria for such rezonings, including how mapping in Figure 4 relates to this, and how both strategies should

Council acknowledges the need for stronger integration between the Rural Lands Strategy and the Singleton Local Housing Strategy 2041. The Rural Lands Strategy is focused on protecting agricultural and rural land uses, while the Housing Strategy addresses urban and lifestyle housing needs, including large lot residential development.

		cross-reference and guide rezoning criteria for urban and lifestyle living land.	
		The submission states that a reference list should be included listing all sources and/or data used within the draft Strategy.	The draft Strategy has been amended to include a reference list/bibliography, providing transparency and identifying the key sources and data that have informed its preparation.
4.	The Bloomfield Group	The submission states that Bloomfield's mining operations are forecast to continue to 2049, and that Bloomfield is continuing its strategic planning regarding the future land use of its holdings. This includes higher economic value such as a mix of employment/industrial. Residential and renewable energy uses, as opposed to restoring the land to pasture and grazing.  The submission adds that Bloomfield encourages Council to continue to recognise the vital role of mining in supporting regional economic transition and that planning frameworks should accommodate this.	Noted.
		The submission notes that while Bloomfield supports the draft Strategy in seeking to minimise land use conflicts within the RU1 zone, it does not support changes that may introduce planning controls that would	Noted.

-	eopardise the ongoing operations of mining activities.	
aı o <sub>l</sub> a <sub>l</sub> in	The submission states that although the SWOT analysis identifies strengths, weaknesses, apportunities and threats, a more nuanced approach is needed, particularly in relation to afrastructure constraints. The submission adds	The draft Strategy has been prepared as a high-level policy framework and the SWOT analysis is intended to provide an overview of key issues rather than a detailed assessment.
pı	nat Bloomfield do not see infrastructure provision as a particular constraint to identifying new uses for post-mining employment.	The draft Strategy has been amended to clarify that infrastructure provision is one of several factors influencing rural land use outcomes, and that its importance will vary depending on the nature and scale of future uses. Council recognises that for certain post-mining opportunities, such as employment or industrial land, infrastructure availability may be less of a constraint, while for other land uses it will remain a critical consideration.
th ai to be	The submission states that Bloomfield supports the planning principles within the draft strategy and recommends that Principle 3 be amended to specifically refer to avoiding land use conflict between mining land and future residential levelopment.	Council acknowledges Bloomfield's support for the planning principles within the draft Strategy and the recommendation to amend Principle 3 to specifically address potential conflict between mining land and future residential development. Principle 3 is intended to apply broadly to all forms of land use conflict, including those between mining operations and sensitive uses such as housing. On this basis, no further change to the draft Strategy is proposed.
P	The submission states that Bloomfield supports Planning Principle 4 and welcomes early and ongoing collaboration with Council to identify uture employment uses that provide for	Council acknowledges Bloomfield's support for Planning Principle 4 and its commitment to ongoing collaboration with Council. The draft Strategy recognises the importance of working with industry to

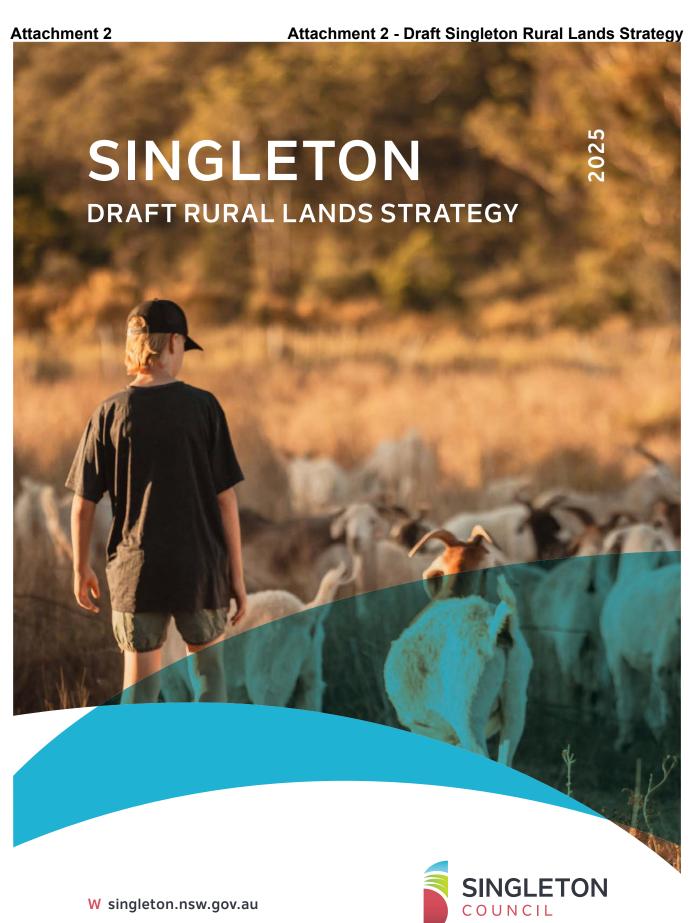
		repurposing of former mining land as it becomes surplus to mining needs.	plan for the repurposing of former mining land and supports the identification of future employment uses that contribute to economic diversification and regional transition.
5.	Andrew Riordan	The submission requests that eco-tourist facilities be permitted within the RU4 Primary Production Small Lots zone, subject to Clause 5.13 of the Singleton Local Environmental Plan (LEP) 2013. It argues that eco-tourist facilities align with the objectives of the RU4 zone by supporting sustainable primary industry, promoting low-impact tourism, encouraging land use diversity, and maintaining rural character.	As part of a future amendment to the Singleton Local Environmental Plan (LEP), the objectives and land use table for the RU4 zone will be reviewed, including the permissibility of eco-tourist facilities, to ensure alignment with the zone's intent and Council's adopted policy positions on this matter.
		The submission highlights an inconsistency in the current land use table, which permits more intensive tourist accommodation types (e.g., bed and breakfast, farm stay, motels) while excluding eco-tourist facilities that are smaller in scale and environmentally sensitive. The submitter considers this a policy gap that should be addressed to support the visitor economy and rural landholders.	
		The submission states that many neighbouring Local Governments Areas (LGAs) have amended their planning controls to permit ecotourist facilities in rural zones, including the RU4 zone.	The draft Strategy has been amended to include an action to review the land use tables for rural zones in the Singleton Local Environmental Plan 2013 to ensure alignment with Council's adopted policy directions and zone objectives. This review will provide the opportunity to consider the role and

			appropriateness of eco-tourist facilities and similar uses in the RU4 and other rural zones.
		The submission provides examples of how ecotourist facilities are consistent with Council's Vineyards and Rural Tourism Strategy and Council's Community Strategic Plan.	Council acknowledges the submission highlighting the consistency of eco-tourist facilities with Council's Vineyards and Rural Tourism Strategy and the Community Strategic Plan. The draft Strategy recognises the importance of tourism and diversification in supporting the rural economy and has been amended to include an action to review land use tables for rural zones to ensure alignment with Council's adopted policy directions
6.	NSW Department of Primary Industries and Regional Development	The submission states that it commends Council for undertaking an extensive strategic process targeting rural lands and for recognising the value of agriculture in the region, including the identification of local and state significant agricultural land and objectives to support the protection of these lands for continued economic growth.	Noted.
		The submission states that the Department of Primary Industries is concerned with the assessment of areas not mapped as significant agricultural lands, particularly regarding their existing agricultural production and potential. The Department notes that smaller production areas can play a vital role in local, regional, and state economies and contribute to food	The draft Strategy's intent is to balance agricultural preservation with other strategic land use considerations. Council will undertake further analysis and consider the Department's feedback in relation to actions A1, A2, and A3 to ensure any future amendments to the Singleton LEP are fully justified and do not compromise important agricultural land or supply chains.

security. It raises concerns that the proposed amendments to the Singleton Local Environmental Plan (LEP) 2013 under Planning Principles 1 and 2 could have significant and irreversible impacts on agricultural production and the rural landscape.	
The submission states that NSW DPI does not support actions A1, A2, and A3, which involve investigating alternative uses for rural land deemed 'not productive,' undertaking a Dwelling Entitlement Study, and progressing planning proposals to amend Clause 4.2A of the LEP.	In response to DPI's feedback, the draft Strategy has been amended to clarify the purpose and intent of Clause 4.2A and to confirm that Figure 4 is intended to apply only to proposals seeking to utilise Clause 4.2A, while broader rural housing and land use outcomes will be managed through the Local Housing Strategy and the LSPS.
The submission states that planning principles require the 'orderly and economic' development of land (as referred to in the EP&A Act), with agriculture holding equal weight within the planning framework. It notes that the concept of 'highest and best use' is not part of the NSW planning framework, and further clarification is needed on Council's intent for Planning Principle 1, supported by an analysis of potential agricultural impacts.	The draft Strategy has been amended to adopt the statutory language of the EP&A Act by referring to the "orderly and economic development of land". This ensures consistency with the established NSW planning framework.

The submission states that NSW DPI are concerned about introducing new dwelling entitlements within the Dwelling Entitlement Investigation Area, as this could add sensitive receivers, increase land use conflict, and limit agricultural investment and expansion.  The submission recommends that rural housing opportunities be managed through the Local Housing Strategy and guided by strategic growth principles, avoiding scattered rural development. It also encourages phasing out historic dwelling entitlements on undersized rural lots, in line with state policy that future rural dwellings should only support commercial agricultural production.	Council acknowledges the submission from NSW DPI regarding concerns about dwelling entitlements within the identified Investigation Area. The draft Strategy has been amended to clarify that Figure 4 relates only to proposals seeking to utilise Clause 4.2A of the Singleton Local Environmental Plan 2013, and that broader rural housing opportunities will continue to be managed through the Local Housing Strategy and guided by strategic growth principles. This ensures that rural housing is directed to appropriate locations, avoiding scattered development and minimising land use conflict.
the submission states that NSW DPI supports the consideration of climate change implications for rural communities including the need to support climate adaptation and innovation opportunities is acknowledged and supported.	Noted
The submission refers to recent publications and webinars provided by NSW DPI which may be beneficial to the implementation of Planning Principle 6.	
The submission states that the Department's Buffer Zones to Reduce Land Use Conflict with Agriculture – An Interim Guideline could	Noted.

provide additional guidance to support Action 4 in managing land use conflict. The submission also suggests applying the 'Agent of Change' principle, which requires new sensitive land uses to mitigate impacts on existing agricultural activities. This approach would protect agricultural investment confidence and minimise land use conflict, which should be considered as part of Action 4.	



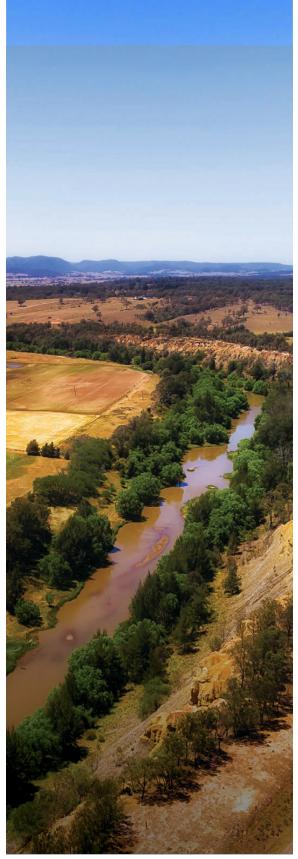
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DRAFT SINGLETON RURAL LANDS STRATEGY





### **CONTENTS**

- 06 EXECUTIVE SUMMARY
- 08 PURPOSE OF THE STRATEGY
- 09 PLANNING FRAMEWORK
- 16 ECONOMIC SNAPSHOT
- 20 CURRENT LAND USE PRACTICES
- 24 SWOT ANALYSIS
- 26 SETTING THE STRATEGIC DIRECTION FOR RURAL LAND
- 28 PLANNING PRINCIPLES
- 50 IMPLEMENTATION

2025



# Message from the **Mayor**

Cr Sue Moore

MAYOR OF SINGLETON

Since the colonisation of NSW, Singleton's rural lands have been the backbone of both our area's rustic identity and agricultural economy. To this day, the vast majority of the Singleton local government area is dedicated to rural land uses, with primary production covering about 38 per cent of the total zoned land, making it our largest land use category.

This Singleton Rural Lands Draft Strategy is therefore pivotal to protect and enhance Singleton's outstanding natural values and the rural character that our community values so highly, while at the same time delivering critical housing, economic growth and diversification outcomes.

Based on seven planning principles for the future of rural land in Singleton, this document ensures that productive agricultural land is preserved, and land use conflicts are managed.

The draft Strategy identifies the agricultural and tourism potential of Singleton's rural lands, as well as opportunities for regeneration projects, biobanking, agritourism, renewable energy and agricultural innovation.

It investigates the issue of rural housing in our LGA, challenging how we can ensure rural housing is appropriately located to enable all rural land to be used effectively, and provides direction on building resilience to natural hazards and a changing climate.

Excitingly, it also encourages adaptation and valueadding approaches to farming to support a growing rural economy into the future, alongside actions to promote broader engagement with industry and our community on the development of long-term economic outcomes.

Best of all, this draft Strategy paints an optimistic picture of the future of land use planning and rural development, accounting for repurposed mining land and integrating biodiversity protection and First Nations knowledge.

DRAFT SINGLETON RURAL LANDS STRATEGY



# Message from the **General Manager**

Justin Fitzpatrick-Barr **GENERAL MANAGER** 

This Singleton Rural Lands Draft Strategy provides another piece in the future land use planning direction for Singleton, guiding how best to balance the traditional agricultural character of our community with progress and growth.

This document sets Council's policy on rural land in our local government area (LGA), underpinning the planning framework to promote sustainable development, protect agricultural resources and preserve Singleton's rural character.

With that in mind, one of the key principles outlined in this draft Strategy is the management of land use conflict.

This includes objectives to ensure adequate buffers between agricultural operations and sensitive land uses such as residential development; discouragement of incompatible land uses near intensive agriculture or extractive industries; and ensuring mining and renewable energy projects do not impact the long-term agricultural viability of rural land.

It also takes into account resilience to natural hazards and a changing climate by avoiding new development in high-risk flood or bushfire-prone areas, and encouraging climate-positive practices such as carbon sequestration and water-sensitive urban and rural design.

Building on an existing suite of adopted strategies, including the Housing Strategy, Vineyards and Rural Tourism Strategy, Upper Hunter Employment Lands Strategy and the Socio-Economic Development Strategy, this Singleton Rural Lands Draft Strategy also aims to enhance planning frameworks with evidence-based recommendations for future studies on zoning, dwelling entitlements and land management policies.

Working from the seven principles outlined in this document, the next step for Council is to review our strategic planning actions and develop a plan to update and contemporise our planning controls to meet the needs of our community now and into the future.

2025

# EXECUTIVE SUMMARY

The Singleton Rural Land Use Strategy provides a long-term strategic framework to guide land use, development, and environmental management across rural and conservation lands within the Singleton Local Government Area (LGA). It responds to the evolving needs of the region's rural communities, industries, and landscapes, offering a clear direction for managing land use in a way that is sustainable, flexible, and future-focused.

The Strategy assesses current land use patterns under the Singleton Local Environmental Plan (SLEP) 2013, identifies key areas of land use conflict and fragmentation, and proposes land management responses that balance agricultural viability, environmental values, and rural lifestyle aspirations. It offers practical recommendations on planning controls such as dwelling entitlements, subdivision, rural buffers, and the interface between different land uses.

A central aim of the Strategy is to protect and preserve Singleton's productive rural land while enabling appropriate development, diversification, and innovation. It promotes alignment with broader strategic planning priorities and integrates community and stakeholder input to reflect local values and expectations. The Strategy also supports more informed decision-making through improved use of land capability mapping, biodiversity overlays, and risk assessments related to natural hazards and climate change.

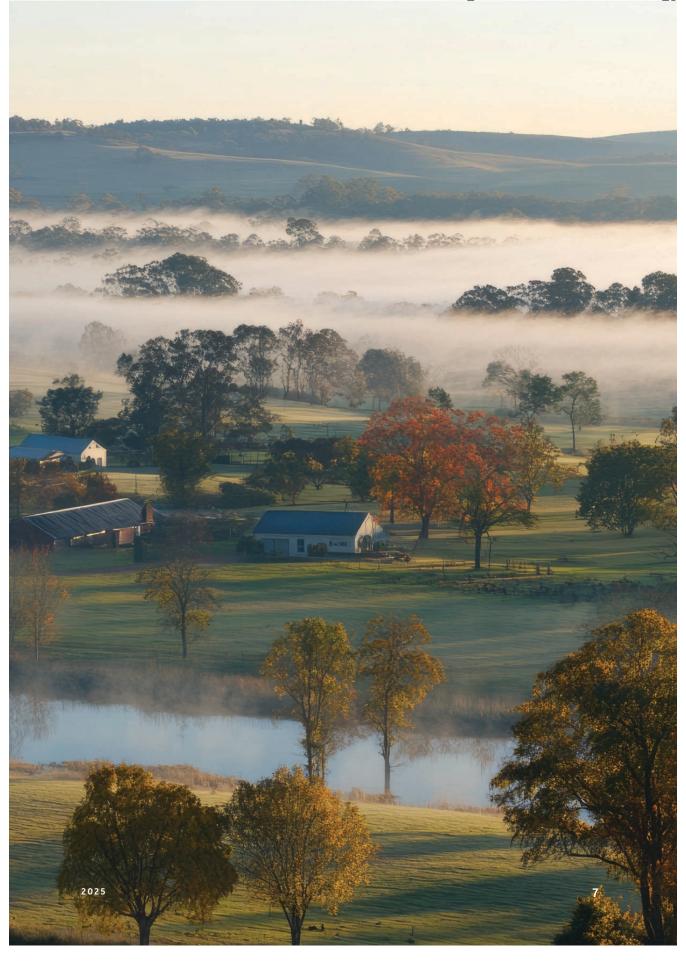
Through a detailed Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis, the Strategy identifies Singleton's agricultural potential, scenic tourism appeal, strategic location, and diversifying economy as key advantages. It also highlights challenges such as infrastructure limitations, regulatory uncertainty, land use conflict, and increasing exposure to environmental hazards. Opportunities to enhance resilience and economic growth include mine rehabilitation, regenerative agriculture, renewable energy, digital connectivity, and targeted rural tourism development.

The Strategy culminates in seven Planning Principles that provide a cohesive structure for future land use planning. These principles focus on protecting agricultural land, directing rural housing to appropriate areas, managing land use conflict, repurposing post-mining land, supporting innovation in agriculture, improving climate resilience, and strengthening conservation efforts. Each principle is accompanied by clear objectives and actionable steps to guide implementation.

This Strategy is designed to align with and complement other key strategic documents, including the Singleton Local Housing Strategy, Vineyards and Rural Tourism Strategy, and Upper Hunter Employment Lands Strategy. Together, these frameworks will inform a coordinated update to the Singleton LEP and DCP, ensuring planning controls reflect the region's shared vision for a resilient and prosperous rural future.

DRAFT SINGLETON RURAL LANDS STRATEGY





# PURPOSE OF THE STRATEGY

The Singleton Rural Lands Strategy provides a framework guiding rural and conservation land use planning by:

- Assessing current land use and development patterns, identifying existing uses across rural and conservation-zoned areas under the SLEP 2013.
- Identifying land use conflicts and fragmentation risks in areas where incompatible uses or subdivision pressures may impact rural land integrity.
- Developing land use management principles and establishing guidance on buffer zones and rural-residential interfaces.
- Providing policy recommendations addressing dwelling entitlements, land fragmentation, and potential further studies to support sustainable land use planning.

### The Strategy aims to:

- Preserve rural land by maintaining viable agricultural, environmental, and rural lifestyle areas while minimising land fragmentation.
- Manage land use compatibility by reducing conflicts between agricultural, residential, mining, renewable energy and conservation uses through clear planning principles.
- Align rural land use with strategic planning priorities, ensuring development is wellmanaged and appropriately located.
- Enhance planning frameworks with evidence-based recommendations for future studies on zoning, dwelling entitlements, and land management policies.
- Integrate community and stakeholder input to ensure local knowledge and priorities inform future rural land planning.

This Rural Lands Strategy aligns with and supports the Singleton Community Strategic Plan, Local Strategic Planning Statement, and Local Housing Strategy. It is not intended to provide a pathway for rezoning proposals. Instead, rezoning considerations will continue to be guided by the Local Housing Strategy and Local Strategic Planning Statement.

Council has a range of implementation tools available to support the aims of this Strategy, including planning controls, infrastructure delivery, economic development programs, and community engagement initiatives. While planning controls are an important lever, they are not the only lever that will influence rural land use.

# STRATEGIC PLANNING FRAMEWORK

This Rural Land Strategy has been prepared to build on, and will work in tandem with, the comprehensive strategic planning framework that has been established for Singleton and the broader Hunter Region. This includes:



Statewide strategies, such as the NSW State Plan, State Infrastructure Strategy and the State Disaster Mitigation Plan.



Hunter Regional Strategies, such as the Hunter Regional Plan 2041, that provides the 20-year strategic land use framework for region, and the Greater Newcastle Metropolitan Plan.



Local Strategies, such as the Community Strategic Plan, Local Strategic Planning Statement and Local Housing Strategy.

Across the established strategic framework in Singleton, there is an identified need to create a healthy, sustainable, and thriving community for all. This necessitates a strategic approach to delivering housing, along with a land use framework that supports ongoing economic growth and diversification. Specifically, this is through:



Safeguarding rural land for agricultural purposes and supporting diverse agricultural activities suitable for different environmental contexts.



Diversification of other economic drivers, including opportunities for renewable energy projects, uses for rehabilitated mine sites as well the industrial, tourism and defence sectors.



Accommodation of rural housing without sacrificing the agricultural primacy of rural lands or causing conflict with other rural land uses.



Enhancement biodiversity, scenic values and resilience of rural lands.

### STATUTORY PLANNING FRAMEWORK

### **State Environmental Planning Policies**

A number of State Environmental Planning Policies (SEPPs) apply to rural and conservation land across NSW and the LGA. These policies provide an overarching planning framework for land use, environmental management, and rural development. The most relevant SEPPs are identified below:

SEPP	Purpose	Key Provisions Relevant to Rural Land
State Environmental Planning Policy (Primary Production) 2021 (Primary Production SEPP)	Facilitate sustainable agricultural development and protect rural land.	<ul> <li>Promote primary production and reduce land use conflict.</li> <li>Identify and protect State Significant Agricultural Land (SSAL).</li> <li>Support sustainable agriculture, aquaculture, and water infrastructure.</li> <li>Balance agricultural, residential, and environmental uses.</li> </ul>
State Environmental Planning Policy (Resources and Energy) 2021 (Resources and Energy SEPP)	Manage mineral, petroleum, and extractive resources while protecting strategic agricultural land.	<ul> <li>Promote resource development while protecting key agricultural and water resources.</li> <li>Require Gateway Assessment for mining and petroleum proposals on strategic agricultural land.</li> <li>Encourage ecologically sustainable development and land use compatibility.</li> </ul>
State Environmental Planning Policy (Biodiversity and Conservation) 2021 (Biodiversity and Conservation SEPP)	Protect biodiversity, native vegetation, and environmental values.	<ul> <li>Controls removal of vegetation in non-rural and environmental zones.</li> <li>Supports conservation and biodiversity outcomes on rural land.</li> </ul>
State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Codes SEPP)	Provide streamlined planning pathways for certain rural development.	<ul> <li>Part 3A – Rural Housing Code: Enables complying development approval for rural dwellings and ancillary structures.</li> <li>Part 9 – Agritourism and Farm Stay Code: Allows for farm stays, farm gate sales, and farm experience premises in RU1, RU2, RU4 zones as complying development.</li> </ul>
State Environmental Planning Policy (Transport and Infrastructure) 2021 (Transport and Infrastructure SEPP)	Facilitate the delivery of essential transport and infrastructure services.	<ul> <li>Supports the development and maintenance of transport infrastructure essential for rural and regional connectivity.</li> <li>Provides streamlined planning approvals for infrastructure projects including road, rail, and utility installations.</li> <li>Supports upgrades to rural freight routes and the integration of transport networks to improve access to markets for agricultural products.</li> </ul>

### Singleton Local Environmental Plan 2013

The Singleton Local Environmental Plan 2013 (SLEP 2013) is the key environmental planning instrument which sets out the statutory planning framework in the LGA. This

includes outlining the objectives and controls to guide development and permitted and prohibited land uses within the LGA's rural and conservation zones.

The RU1 Primary Production zone supports sustainable and diverse primary industries

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and aims to minimise land fragmentation and land use conflicts. The RU2 Rural Landscape zone also encourages sustainable primary industry production while maintaining the rural landscape character while allowing for compatible land uses. The RU3 Forestry zone is dedicated to long-term forestry use of land. The RU4 Primary Production Small Lots zone encourages diverse sustainable primary industry enterprises and compatible tourism activities, particularly in viticultural areas. The RU5 Village zone provides for rural village services and recognises development limitations due to the lack of reticulated systems.

The conservation zones have a different focus to that of the rural zones. The C1 National Parks and Nature Reserves seeks to manage the environmental significance of reserved land. The.C2 Environmental Conservation and C3 Environmental Management zones seeks to protect, manage and restore areas of high ecological, scientific, cultural or aesthetic value. A limited range of development is permitted in the C3 Environmental Management zone., TheC4 Environmental Living zone permits low impact residential development where it does not adversely impact the, ecological, scientific, or aesthetic values of the land.

### Singleton Development Control Plan 2014

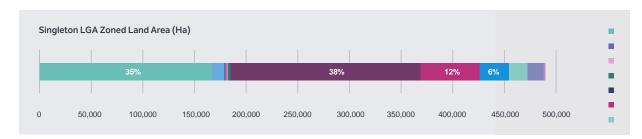
The Singleton Development Control Plan (DCP) 2014 complements the SLEP 2013 and provides detailed guidelines and standards for the development and use of rural and conservation zoned land within the LGA.

For rural zoned land, the DCP emphasises the importance of maintaining the agricultural viability and rural character of the LGA. It outlines development controls for subdivision, building setbacks, and land use to ensure that development is compatible with the rural and scenic landscape and does not adversely impact agricultural activities or the natural environment.

For conservation zoned land, the DCP focuses on protecting and enhancing the natural environment, including native vegetation, wildlife habitats, and watercourses. It outlines specific development controls to minimise environmental impacts, such as restrictions on clearing native vegetation, guidelines for managing erosion and sedimentation, and requirements for maintaining biodiversity. The DCP aims to balance development needs with the preservation of the natural environment, ensuring that any development in these zones is sustainable and sensitive to the ecological values of the area.

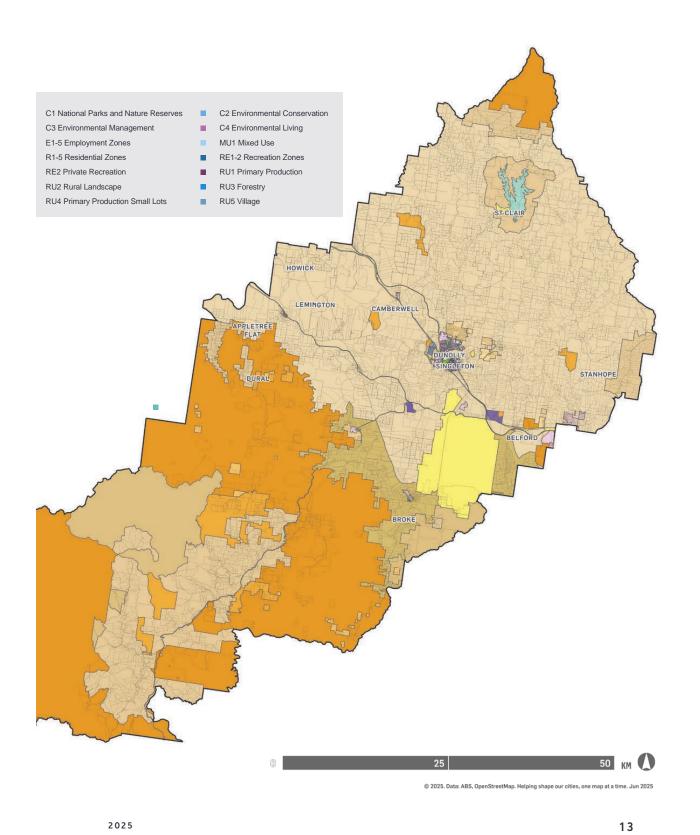
The DCP includes specific buffer areas from viticulture activities. The DCP imposes a maximum 100m buffer for residential and tourist and visitor accommodation from viticulture activities. This is to protect the viability of viticulture and minimising potential land use conflicts and enabling residential accommodation and visitor and tourist accommodation nearby to viticulture activities whilst managing potential environmental impacts. The Department of Primary Industries guidelines for Buffer Zones to Reduce Land Use Conflict with Agriculture 2018 outlines best practice buffer zones for sensitive receptors, such as residential accommodation, from certain agricultural industries.

# OVERVIEW OF RURAL AND CONSERVATION LAND IN SINGLETON



Land Use Zone	SLEP 2013 Objectives
RU1 Primary Production	To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.  To encourage diversity in primary industry enterprises and systems appropriate for the area.  To minimise the fragmentation and alienation of resource lands.  To minimise conflict between land uses within this zone and land uses within adjoining zones.
RU2 Rural Landscape	To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.  To maintain the rural landscape character of the land.  To provide for a range of compatible land uses, including extensive agriculture.
RU3 Forestry	To enable development for forestry purposes.  To enable other development that is compatible with forestry land uses.
RU4 Primary Production Small Lots*	To enable sustainable primary industry and other compatible land uses. To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature. To minimise conflict between land uses within this zone and land uses within adjoining zones.  To recognise Hunter Valley Wine Country and the adjoining environs of Broke-Fordwich as a major viticultural and tourist destination by providing additional opportunities for compatible tourist uses.  *RU4 Zoned Land also considered in the Singleton Vineyards and Rural Tourism Strategy.
RU5 Village	To provide for a range of land uses, services and facilities that are associated with a rural village.  To recognise the limitations to development in the absence of reticulated systems.
C1 National Parks and Nature Reserves	To enable the management and appropriate use of land that is reserved under the National Parks and Wildlife Act 1974 or that is acquired under Part 11 of that Act.  To enable uses authorised under the National Parks and Wildlife Act 1974.  To identify land that is to be reserved under the National Parks and Wildlife Act 1974 and to protect the environmental significance of that land.
C2 Environmental Conservation	To protect, manage and restore areas of high ecological, scientific, cultural or aesthetic values.  To prevent development that could destroy, damage or otherwise have an adverse effect on those values.
C3 Environmental Management	To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.  To provide for a limited range of development that does not have an adverse effect on those values.
C4 Environmental Living	To provide for low-impact residential development in areas with special ecological, scientific or aesthetic values.  To ensure that residential development does not have an adverse effect on those values.

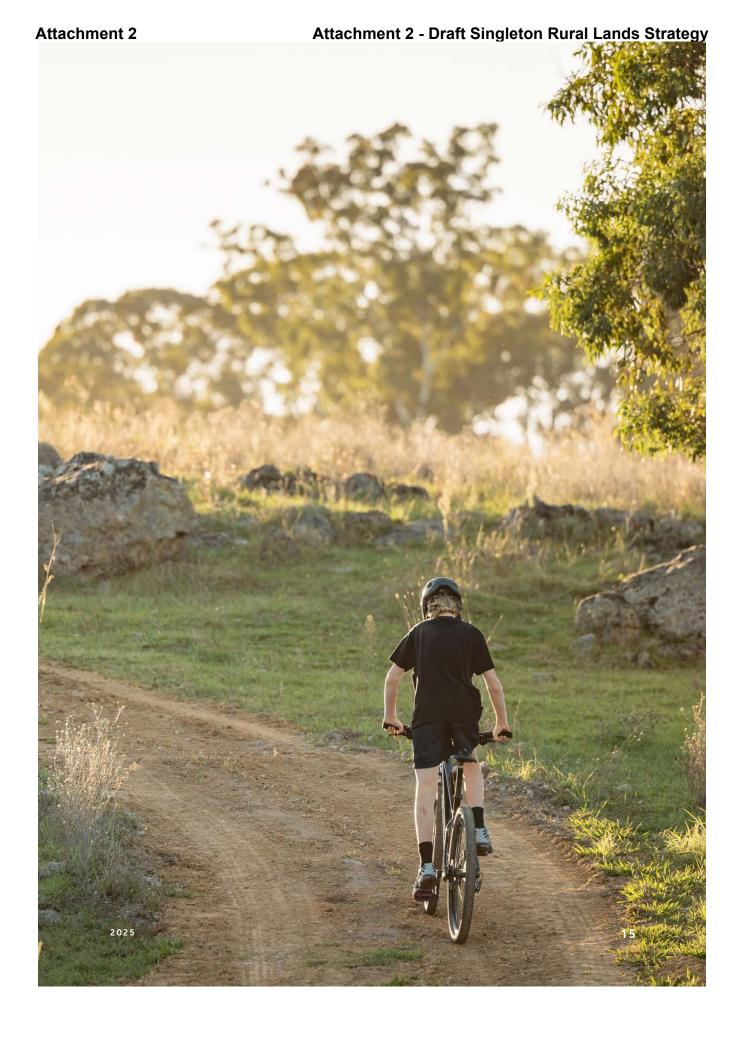




Singleton's rural and conservation lands form the backbone of the region's agricultural economy and rural character. The vast majority of the LGA is dedicated to rural land uses, with Primary Production (RU1) zoning covering approximately 183,613 Ha (38%) of the total zoned land, making it the largest land use category. This extensive agricultural land supports industries such as livestock grazing, viticulture, cropping and mining. Complementing this, Rural Landscape (RU2) accounts for 57,205 Ha (12%), providing a transition between higher-intensity farming and conservation areas, while Forestry (RU3) makes up 28,457 Ha (6%), contributing to sustainable timber production and biodiversity management. Smaller rural holdings under Primary Production Small Lots (RU4) represent 18,203 Ha (4%), enabling more diverse agricultural activities and rural living opportunities.

Conservation and environmental zones play a critical role in protecting Singleton's natural assets. National Parks and Nature Reserves (C1) comprise 166,937 Ha (35%) of the total zoned land, representing the Yengo, Wollemi and Mount Royal National Parks. Environmental Conservation (C2), Environmental Management (C3), and Environmental Living (C4) collectively account for around 15,170 Ha (3%), ensuring that environmentally sensitive land is managed appropriately while allowing for some sensitive development.

While predominantly rural, Singleton also accommodates infrastructure, employment, and urban development. Infrastructure (SP2) represents 15,135 Ha (3%) of the zoned land, reflecting the region's essential transport and service networks, as well as the Singleton Military Area. Employment zones, mixed-use land, and residential areas remain limited in scale, with Residential (R1-5) zoning covering just 2,054 Ha (0.4%) and Employment Zones (E1-5) making up 588 (0.1%), reinforcing the LGA's strong rural identity.



### **ECONOMIC SNAPSHOT**

The Singelton local government area (LGA) is part of Australia's largest regional economy – the Hunter region. It is home to ~25,300 residents (as of June 2023) and accommodates ~17,530 jobs (as of August 2021). With the Mining industry forming a strong economic backbone, the LGA had an estimated Gross Regional Product (GRP) of \$14.204 billion in 2024 (representing 16.2% of the broader Hunter Region's GRP).



Source: REMPLAN; ABS; Urbis



Source: Singleton Socio-Economic Development Strategy 2024



Source: Singleton Socio-Economic Development Strategy 2024

### **Key Industries**

The LGA's economy is highly concentrated with the Mining industry supporting 6,280 jobs or 37.0% of total jobs in the LGA in 2021. The next-largest industries by employment are:

- Public Administration and Defence: 1,088 jobs (6.4% of total jobs)
- Administrative and Support Services: 1,064 jobs (6.3% of total jobs)
- Retail Trade: 1,047 jobs (6.2% of total jobs)
- Construction: 1,022 jobs (6.8% of total jobs).

Total employment in the LGA increased by ~2,010 jobs, or 13.0%, between 2016 and 2021. This growth was largely underpinned by increased employment in the Administrative and Support Services (+424 jobs), Construction (+272 jobs), and Wholesale Trade (+249 jobs) industries. While the Mining industry grew by 186 jobs between 2016 and 2021, its share of total employment in the LGA

decreased from 40.6% to 37.0% as a result of stronger growth in other industries.

Transport for NSW projects that employment in the LGA will slightly decrease by ~260 jobs between 2021 and 2041, primarily driven by the loss of ~2,500 jobs in the Mining industry over this period. However, all other industries are projected to continuing growing reflecting the local economy's transition away from mining activities.

Importantly, the Gross Value Added (i.e. economic growth) generated within the LGA is even more highly concentrated than employment, with the Mining industry generating \$11.736 billion in Gross Value Added in 2024 – representing 83.6% of total Gross Value Added generated within the LGA.

Source: REMPLAN; ABS; Urbis

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### **Agricultural Industries**

As of the 2021 Census, the top five agricultural industries of employment in the LGA comprise:

- Sheep, Beef Cattle and Grain Farming: 41% of agricultural industry jobs
- Dairy Cattle Farming:
   14% of agricultural industry jobs
- Mushroom and Vegetable Growing:
   9% of agricultural industry jobs
- Other Livestock Farming: 9% of agricultural industry jobs
- Fruit and Tree Nut Growing:
   6% of agricultural industry jobs.

The remaining 21% of jobs in agricultural industries are spread across Agriculture and Fishing Support Services, Other Crop Growing, Forestry and Logging, Poultry Farming, Nursery and Floriculture Production, and Forestry Support Services. The proportion of jobs in these other industries increased between 2016 and 2021, primarily driven by additional jobs recorded in the Agriculture and Fishing Support Services, and Forestry and Logging industries.

Employment Related to Agriculture (2021):

476 jobs

Gross Value Added of Agricultural Industries (2024): \$123.4 million

Total Number of Agricultural Businesses (2021):

220 businesses

Agricultural Commodities Produced (2021):

23 commodities

Source: REMPLAN; ABS; Urbis

Chart 2.3 - Top Five Agricultural Industries by Employment, Singleton LGA, 2016 vs 2021w

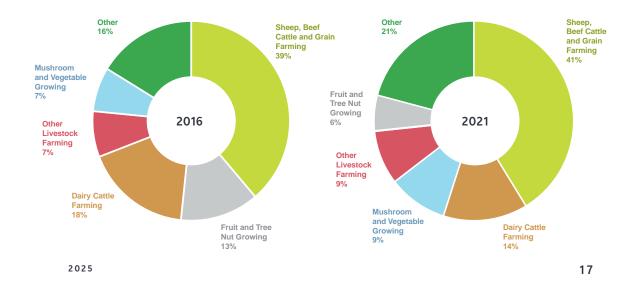


Chart 2.4 – Agricultural Commodities by Gross Value of Production (\$) – Commodities with a Gross Value Greater than \$2 million, Singleton LGA, 2021

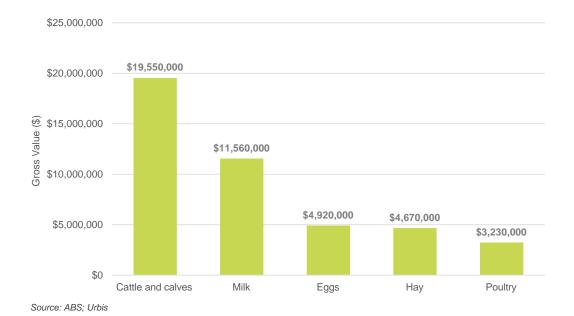
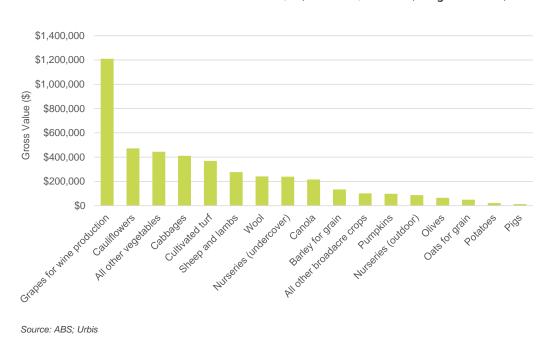


Chart 2.4 – Agricultural Commodities by Gross Value of Production (\$) – Commodities with a Gross Value between \$10,000 and \$2 million, Singleton LGA, 2021



18

### Housing

As of the ABS 2021 Census, there were an estimated 8,468 dwellings in the LGA with the Singleton Local Housing Strategy 2041 forecasting demand for a further ~1,600 dwellings by 2041.

In recent years, the LGA has average 86 dwelling completions per annum (FY20-FY22) and 89 dwelling approvals per annum (FY22-FY24). If these rates are maintained, the LGA is on track to meet projected dwelling demand to 2041.

Almost 90% of dwellings in the LGA are separate houses, with almost half of all dwellings providing four or more bedrooms. As of August 2021 (date of ABS 2021 Census), 73% of dwellings were owner-occupied while 25% were rented.

The vast majority of newly completed dwellings between 2016 and 2022 were separate houses (455 dwellings) with only 16 apartments and 42 townhouses (i.e. semidetached) completed between 2016 and 2022. This trend is also reflected in recent dwelling approvals with 88% of approvals since 2016 being for separate houses, 9% being for townhouses and 3% being for apartments.

**Current Dwelling Supply (2021):** 

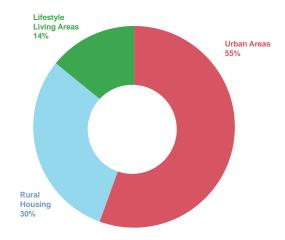
8,468 dwellings

Projected Additional Dwelling Demand (2021-41):

1,601 dwellings

Source: ABS; Singleton Council; Urbis

Chart 3.1 – Dwellings by Location (% of Total Dwellings), Singleton LGA, 2021



Housing in the LGA is primarily clustered around towns and village centres and along main road corridors, and can be categorised as one of three key types:

- Urban Areas comprise the Singleton township and surrounding greenfield areas, and consist of lots typically ranging in size from 500 sqm to 1,000 sqm.
- Lifestyle Living Areas offer a popular alternative lifestyle option being lots typically ranging in size from 4,000 sqm up to 5+ hectares.
- Rural Areas provide some housing throughout agricultural zoned areas and where lots have a dwelling entitlement.

Urban Areas account for 55% of total dwellings in the LGA, while Rural Areas represent 30% of dwellings, and the remaining 14% are located in Lifestyle Living Areas.

# MINING AND FORESTRY INDUSTRIES

### Mining

The LGA contains natural mineral deposits which exist in commercially viable quantities that has resulted in the establishment of a significant mining industry within the region. The existing mines are generally located nearby to the western boundary of the Wollemi National Park and the northern boundary of the LGA towards Muswellbrook. These mines are generally located on rural zoned land.

Mining activity in the region is expected to continue through to the late 2030s, with some lease extension applications proposed to 2049. It is therefore essential to manage the encroachment of incompatible land uses to minimise conflict and protect operational viability. Continued investment in mining-related infrastructure and services will support the sector's mid-term stability and transition, while creating opportunities to attract new investment in emerging sectors such as professional services, advanced manufacturing, renewable energy, net zero industries, waste, transport, built environment and agriculture.

### Forestry

Forestry Corporation, through their Forest Management Zoning (FMZ) framework, zone areas of forestry land to outline the relevant management objectives and determine the permissibility of activities within forestry land. These zones help to ensure that ecological sustainability, conservation, recreation, and timber production are all considered and managed effectively. By delineating areas for protection and sustainable use, the framework aims to preserve biodiversity, support local economies, and provide recreational opportunities for the community.

Approximately 56% of forestry zoned and within the LGA is identified as Zone 4 "General Management" which are areas to be managed for the future production of timber and conservation of broad areas of habitat and environmental values.

Other FMZs within the LGA include Zone 1 "Special Protection" and Zone 2 "Special Management" which protect areas of environmental importance, Zone 3 "Harvesting Exclusion and Special Prescription" which restricts harvesting activities, and areas for further assessment.

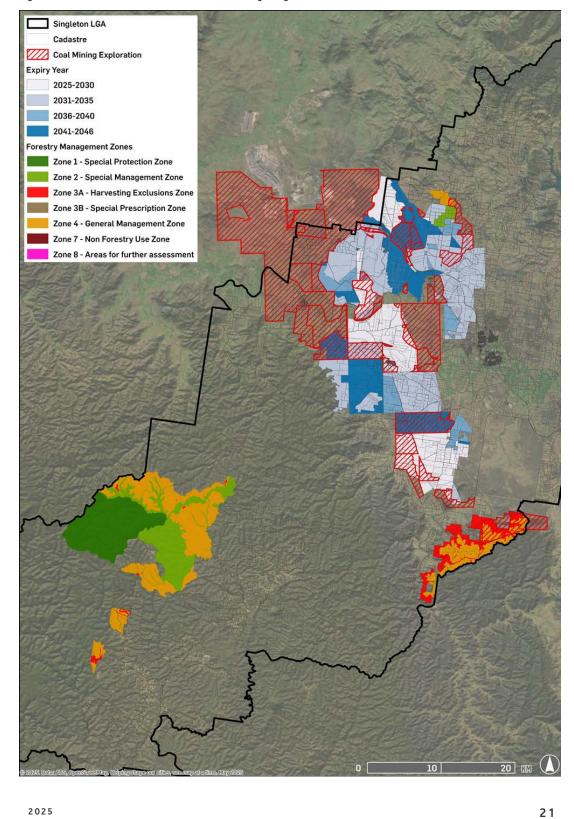


Figure 1 - Mine locations and lease timeframes, Forestry mangement zones

# LAND AND SOIL CAPABILITY

Land and Soil Capability (LSC) mapping identifies the inherent capacity of the landscape to support various land uses, and informs decisions about appropriate development, land management practices, and the protection of environmental values.

The NSW Land and Soil Capability mapping, produced by DPHI, provides the best available regional mapping of soil and landscape characteristics across the state. The LSC assessment classifies land into eight classes based on its ability to sustain land use without degradation. Class 1 represents land with the highest capability, suitable for a wide range of intensive uses, while Class 8 land is suitable only for very low-impact uses such as conservation.

The assessment considers eight key soil and landscape limitations:

- Water erosion
- Wind erosion
- Salinity
- Topsoil acidification
- · Shallow soils and rockiness
- · Soil structure decline
- · Water logging
- Mass movement (e.g., landslip)

In Singleton, this mapping provides valuable guidance to support land use planning, ensuring that land is used within its capability to avoid long-term degradation, protect soil health, and maintain agricultural productivity.

Land Capability Classification	Description
Extremely High Capability Land	Land has no limitations. No special land management practices required. Land capable of all rural land uses and land management practices.
2. Very High Capability Land	Land has slight limitations. These can be managed by readily available, easily implemented management practices. Land is capable of most land uses and land management practices, including intensive cropping with cultivation.
3. High Capability Land	Land has moderate limitations and is capable of sustaining high-impact land uses, such as cropping with cultivation, using more intensive, readily available and widely accepted management practices. However, careful management of limitations is required for cropping and intensive grazing to avoid land and environmental degradation.
4. Moderate Capability Land	Land has moderate to high limitations for high-impact land uses. Will restrict land management options for regular high-impact land uses such as cropping, high-intensity grazing and horticulture. These limitations can only be managed by specialised management practices with a high level of knowledge, expertise, inputs, investment and technology.
5. Moderate-Low Capability Land	Land has high limitations for high-impact land uses. Will largely restrict land use to grazing, some horticulture (orchards), forestry and nature conservation. The limitations need to be carefully managed to prevent long-term degradation.
6. Low Capability Land	Land has very high limitations for high-impact land uses. Land use restricted to low-impact land uses such as grazing, forestry and nature conservation. Careful management of limitations is required to prevent severe land and environmental degradation.
7. Very Low Capability Land	Land has severe limitations that restrict most land uses and generally cannot be overcome. On- site and off-site impacts of land management practices can be extremely severe if limitations not managed. There should be minimal disturbance of native vegetation.
8. Extremely Low Capability Land	Limitations are so severe that the land is incapable of sustaining any land use apart from nature conservation. There should be no disturbance of native vegetation.

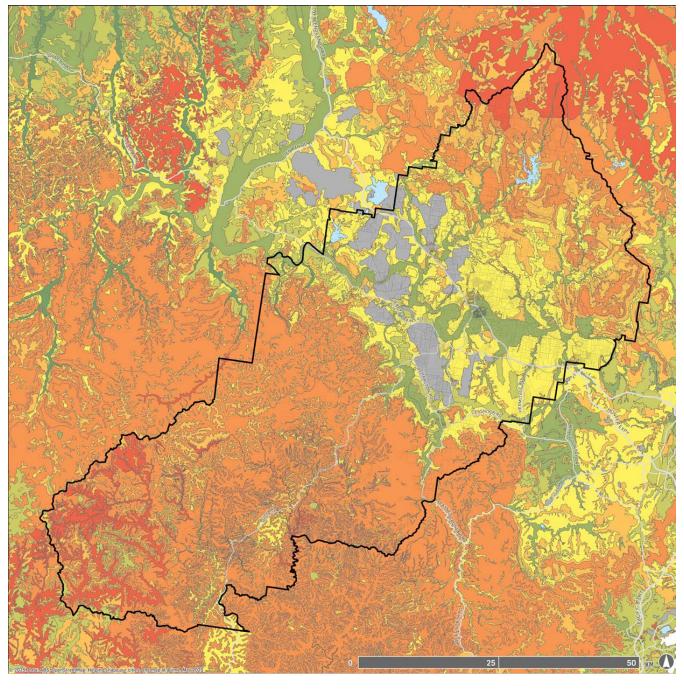


Figure 2 - Land and Soil Capability (LSC) map

### **SWOT ANALYSIS**

#### **STRENGTHS**

- Agricultural Potential: Singleton's rural lands support diverse agricultural activities, including
  viticulture, livestock production, and horticulture. The region's fertile soils and temperate climate
  make it ideal for these industries.
- Tourism and Scenic Value: Singleton has established viticulture and tourism industries, characterised by high scenic value and nature-based experiences. The region's history in winemaking and its rural charm attract visitors, boosting the local economy.
- Strategic Location: Singleton's proximity to major road connections, linking to urban centres like Sydney and Newcastle enhances its connectivity and accessibility, making it an attractive location for investment and development.
- A Diversifying Economy: Beyond agriculture, rural lands support mining, renewable energy
  projects, and tourism sectors, with opportunities further diversification.

#### **OPPORTUNITIES**

- Regeneration Projects and Biobanking Opportunities: Opportunities exist for natural
  flood management by restoring vegetation in key catchment areas, reducing flood risks and
  enhancing environmental resilience. Additionally, undertaking detailed biodiversity studies of
  conservation and rural lands can support more effective conservation planning while creating
  economic incentives for landowners through biobanking and ecosystem service markets.
- **Mine Rehabilitation:** Utilising former mine sites for forestry, renewable energy, and industrial purposes offers a way to repurpose land and support economic growth.
- Agritourism: Promoting short-term residential and tourism activities in scenic rural areas can boost the local economy. Agritourism can leverage the region's natural beauty and agricultural heritage to attract visitors.
- Renewable Energy: Development of solar, wind, and other renewable energy projects may
  provide new economic opportunities and support the transition to a more sustainable energy
  future, supporting the objectives of the Central Coast and Hunter Renewable Energy Zone
  (RF7)
- Agricultural Innovation: Strengthening the local economy by fostering innovative agricultural
  industries, such as regenerative farming, precision agriculture, and drought-resilient cropping,
  can enhance soil health, improve productivity, and support long-term sustainability.
- **Digital Connectivity Improvements:** Expansion of broadband and mobile networks will enhance remote work and business opportunities in rural areas that currently lack connectivity.
- Planned Expansion of Rural Towns: Identifying and managing growth boundaries for rural villages can help manage encroachment of residential uses on productive agricultural land as well as sporadic rural residential development.

DRAFT SINGLETON RURAL LANDS STRATEGY

### **WEAKNESSES**

- Land Use Uncertainty Through Planning Controls: The SLEP 2013 includes sunset
  provisions for dwelling entitlements across the LGA. This has resulted in challenges across
  Singleton in balancing protection of primary production land, while supporting the effective use
  of smaller, rural lots.
- Infrastructure Limitations: There are limitations in water, sewer, and road infrastructure, thus restricting the opportunity for rural residential developments and expanded business opportunities, hindering growth and development.
- Land Use Conflicts: Competing interests between agriculture, mining, defence, renewable energy projects and residential developments.
- Environmental Extremes: Areas of rural land are prone to environmental extremes, including drought, flooding and bushfire risk.
- Awareness of Development Opportunities and Limitations: There may be a lack of awareness among rural landowners about the opportunities and limitations for development across rural lands.

### **THREATS**

- Environmental Degradation: Intensification and fragmentation of rural lands can exacerbate flood risks and land degradation. Poor farmland management can cause erosion and land degradation that can lead to long-term damage to the land's productivity and environmental health.
- Urban Sprawl: Encroachment of urban uses and dwellings on agricultural land threatens
  the viability of farming activities. Strategic planning is needed to ensure that residential
  development does not compromise valuable agricultural land.
- Community Disenfranchisement: Rural communities have felt misunderstood and disenfranchised by renewable energy projects. Poor communication and lack of transparency can exacerbate these feelings, leading to resistance and conflict.
- Climate Change: The impacts of climate change, including hotter temperatures, drought, and extreme weather events, pose significant challenges to agriculture and rural land management.
- Economic Transition Risks: The decline of coal mining in the region could lead to economic challenges if alternative industries do not develop quickly enough.
- Regulatory Challenges: Variability in mine rehabilitation obligations and the need for strategic
  planning to balance biodiversity and rural activities can create regulatory challenges. Ensuring
  that rehabilitation efforts align with community and environmental goals is crucial.

# SETTING THE STRATEGIC DIRECTION FOR RURAL LAND

The initial chapters of this Strategy have established a comprehensive understanding of the land use patterns, environmental values, and economic forces shaping Singleton's rural landscape. They reflect the diverse roles rural land plays in the LGA - from agriculture and mining to conservation, tourism, and forestry - and highlight the importance of planning that acknowledges this complexity.

While agriculture remains a central land use and economic contributor, not all rural-zoned land in Singleton is currently used for agricultural purposes. A significant proportion of rural land supports other important functions, including extractive industries, environmental conservation, and forestry activities. This diversity presents both opportunities and challenges, particularly in ensuring land use planning responds to the realities on the ground and supports the region's long-term sustainability and resilience.

Agricultural productivity and rural land viability are shaped by a wide range of interrelated factors, not just land zoning. These include land capability, access to water, proximity to infrastructure and markets, lot configuration, investment levels, and broader economic conditions. Current zoning under the SLEP 2013 reflects this, with the RU1, RU2, RU4, and RU5 zones enabling a mix of land uses that support rural

economies, accommodate settlement, and protect key environmental and landscape values.

Land capability mapping, biodiversity corridors, and natural hazard overlays provide valuable tools for understanding the potential and constraints of rural land. These datasets help guide planning decisions, including where agriculture should be protected, where alternative uses may be suitable, and how to manage risks to land and ecosystem health. The strategic use of this information enables more informed, consistent and transparent land use outcomes.

This Strategy also recognises the growing diversity of rural land uses. Rural areas are increasingly accommodating agritourism, nature-based tourism, renewable energy projects, and emerging industries - each contributing to the rural economy in different ways. As these changes unfold, it is important to ensure land use planning remains responsive, inclusive, and future-focused.

Through the SWOT analysis and engagement process, a number of key issues and opportunities have been identified. These include the need to support innovation and resilience in agricultural practices, anticipate and respond to potential land use conflicts between different rural

DRAFT SINGLETON RURAL LANDS STRATEGY

industries, manage the interface between mining and other uses, and ensure infrastructure and digital connectivity support diversified economic activity. There is also a recognised need to develop place-based strategies for land currently used for mining, to support a smooth economic transition and meet community expectations for environmental, economic and social outcomes.

Climate change is another important driver of change, with increased risks from drought, bushfire and flooding likely to impact rural productivity, biodiversity, and infrastructure.

These risks highlight the need for flexibility

in planning and stronger integration of sustainability and resilience into land use decision-making.

This Strategy sits alongside other key strategic documents, including the Singleton Housing Strategy, the Vineyards and Rural Tourism Strategy, and the Upper Hunter Employment Lands Strategy. Alignment between these strategies will ensure coordinated action across housing, economic development, and rural land management. Following adoption, a strategic review of the SLEP 2013 and DCP will be necessary to ensure planning controls reflect the vision and priorities established in this Strategy.



### PLANNING PRINCIPLES

The core of this Strategy is structured around seven Planning Principles that provide a clear framework for the long-term planning, management, and protection of Singleton's rural land. These principles respond to the key strengths, weaknesses, opportunities and threats facing the rural area and reflect the community's vision for a sustainable and resilient rural future.

Each Planning Principle includes:

- The Intent of the Principle outlining its purpose and desired outcomes.
- The Objectives of the Principle setting the key goals to guide decision-making.
- A series of Actions to be implemented by Council and other stakeholders to deliver on the objectives.

These Planning Principles collectively guide land use planning, environmental management, rural housing, agricultural development, and conservation across Singleton's diverse rural landscapes.



1

### PROTECT PRODUCTIVE AGRICULTURAL LAND

**Intent:** Safeguard productive agricultural land from fragmentation and incompatible development.

2

### BUILD RURAL HOUSING ONLY IN SUITABLE PLACES

**Intent:** Ensure dispersed rural housing is appropriately located to protect agricultural production and avoid unreasonable or uneconomic demands for public infrastructure or services.

3

### MANAGE LAND USE CONFLICT

**Intent:** Reduce and manage conflict between agricultural, residential, industrial, defence, and other rural land uses.

4

## REPURPOSE FORMER MINING LAND FOR RURAL DIVERSIFICATION

**Intent:** Unlock the potential of rehabilitated mining land to contribute to a net-zero future, support ecological restoration, agricultural productivity, and create employment and investment opportunities in compatible industries.

5

## PROMOTE AGRICULTURAL INNOVATION AND DIVERSIFICATION

**Intent:** Encourage adaptive, value-adding and innovative approaches to farming that build resilience and support the rural economy into the future.

6

## IMPROVE RESILIENCE TO NATURAL HAZARDS AND A CHANGING CLIMATE

**Intent:** Enhance the ability of rural land and communities to adapt to increasing climate variability, extreme weather and environmental hazards.

7

## STRENGTHEN ENVIRONMENTAL CONSERVATION AND LAND MANAGEMENT

**Intent:** Protect and enhance the natural values, biodiversity, water quality and landscape character of rural and environmental lands.

### PLANNING PRINCIPLE 1: PROTECT PRODUCTIVE AGRICULTURAL LAND

Intent: Safeguard productive agricultural land from fragmentation and incompatible development.

### **OBJECTIVES**

- Identify and protect State, regionally and locally significant agricultural land.
- Avoid rezoning or development that compromises agricultural viability.
- Limit subdivision and dwelling entitlements that lead to land fragmentation.
- Support the ongoing use of land for a wide range of productive agricultural purposes.

Singleton's productive rural land supports a range of agricultural activities that contribute to the local economy and frame our scenic landscapes. With increasing pressure from urban expansion, rural residential development, and competing land uses, it is critical to ensure that productive agricultural land is protected and preserved for current and future generations.

Figure 3 identifies locally, regionally and State significant agricultural land that is to be protected in accordance with the objectives of this planning principle. This land is productive agricultural land where it is not used for mining or another intensive use and the land parcel is near or meets the minimum lot size, with consideration of consolidated land ownership. Rural land use

zones support a range of uses in addition to agricultural and conservation uses.

The LGA is home to a range of important tourism activities. This includes the viticulture industry and particularly the Broke and Hermitage Road Precincts, agritourism such as farms stays, fruit picking, and the Wollemi National Park. These areas and activities provide significant economic and social benefit to the community.

As agritourism and viticulture expenditure with the LGA continues to grow, there has been increasing demand for on-site tourist and visitor accommodation. Whilst this can be a sensible land use decision, it can also lead to a range of pressures which can limit the productivity and viability of agricultural and production lands. A key issue related to the development of tourist accommodation and agritourism within rural areas is the subdivision of agricultural land, which reduces the viability of farming operations and potentially impacts agricultural productivity. This is known as "land fragmentation". Further to land fragmentation is the inflationary impact that tourism development can have on land values, making it difficult for local farmers and residents to afford land and housing. Lastly, there are a range of potential environmental impacts associated with tourism development, in addition to the

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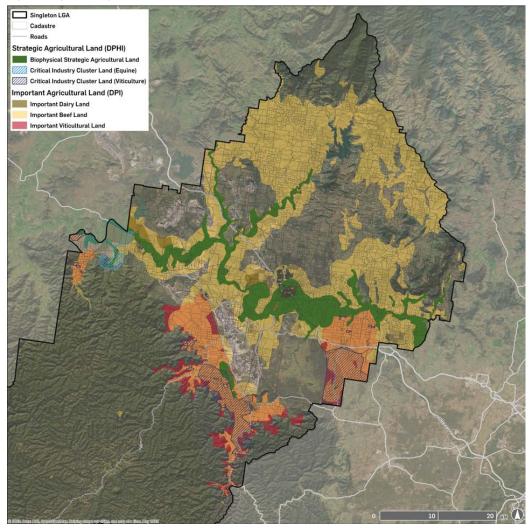


Figure 3 - Significant Agricultural Land Map

potential for land use conflict, which can have a long-term impact on the viability of rural lands for production purposes. This can include degradation of soil quality, erosion, and pollution which affects local ecosystems and the fertility of agricultural land.

Ultimately, whilst tourism activities bring significant economic value into the LGA, there are a range of land use pressures and impacts that need to be adequately managed.

### **ACTIONS**

A1. Investigate alternative land uses that support the orderly and economic development of land zoned for rural purposes but not identified on the significant agricultural land map on Figure 3, with consideration for economic and community benefits.

### PLANNING PRINCIPLE 2: BUILD RURAL HOUSING ONLY IN SUITABLE PLACES

Intent: Ensure dispersed rural housing is appropriately located to protect agricultural production and avoid unreasonable or uneconomic demands for public infrastructure or services.

### **OBJECTIVES**

- Direct rural housing to locations with minimal impact on agriculture or biodiversity.
- Limit rural housing development on important agricultural land.
- Locate new housing near existing towns and where there is existing infrastructure capacity or ability to augment.

Singleton's productive rural land supports a range of agricultural activities that contribute to the local economy and frame our scenic landscapes. With increasing pressure from urban expansion, rural residential development, and competing land uses, it is critical to ensure that our productive agricultural land is protected and preserved for current and future generations.

Figure 4 identifies locally, regionally and State significant agricultural land that is to be protected in accordance with the objectives of this planning principle. This land is productive agricultural land where it is not used for mining or another intensive use and the land parcel is near or meets the minimum lot size, with consideration of consolidated land ownership. Rural land use zones support a range of uses in addition to agricultural and conservation uses.

The LGA is home to a range of important tourism activities. This includes the viticulture industry and particularly the Broke and Hermitage Road Precincts, agritourism such as farms stays, fruit picking, and the Wollemi National Park. These areas and activities provide significant economic and social benefit to the community.

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### WHAT IS A DWELLING ENTITLEMENT?

A dwelling entitlement is a planning right attached to a parcel of land that allows the landowner to apply for approval to construct a dwelling, subject to planning controls. It is a key mechanism used in rural land use planning to ensure new housing is appropriately located and does not compromise agricultural productivity, environmental values, or the rural character of the area.

A dwelling entitlement provides the legal basis for an application to be made for the construction of a dwelling house on a parcel of land; however, it does not guarantee approval. Any proposed dwelling must undergo assessment under Section 4.15 of the Environmental Planning and Assessment Act 1979 to ensure it meets all relevant planning and environmental criteria.

Within Singleton, dwelling entitlements apply to land zoned RU1 Primary Production, RU2 Rural Landscape, RU4 Primary Production Small Lots, and E3 Environmental Management under the SLEP 2013. To be eligible for a dwelling entitlement, the lot must either meet the minimum lot size specified in the Lot Size Map or satisfy other conditions outlined in Clause 4.2A of the SLEP 2013.

These conditions ensure that historical subdivision patterns do not lead to unintended fragmentation or incompatible land use. A dwelling entitlement does not apply where a previous application for a dwelling or dual occupancy has been refused or withdrawn, preventing repeated attempts to develop land that is unsuitable for residential use.

### HISTORY OF DWELLING ENTITLEMENTS IN SINGLETON

The evolution of dwelling entitlements in Singleton reflects broader policy shifts aimed at balancing rural housing demand with the need to protect agricultural productivity. Historically, dwelling entitlements were linked to "existing holding" and "1980 holding" provisions, which originated in the Singleton and Patrick Plains Planning Scheme 1966 and were later carried through to the Singleton Local Environmental Plan 1996. These provisions allowed dwellings to be approved on parcels of land based on historical landholding patterns, often requiring extensive manual research by Council staff to determine eligibility. Recognising the administrative burden and the potential for unintended land use conflicts. Council initiated a review during the preparation of the SLEP 2013, seeking to replace these provisions with a more contemporary and strategic approach to rural land planning.

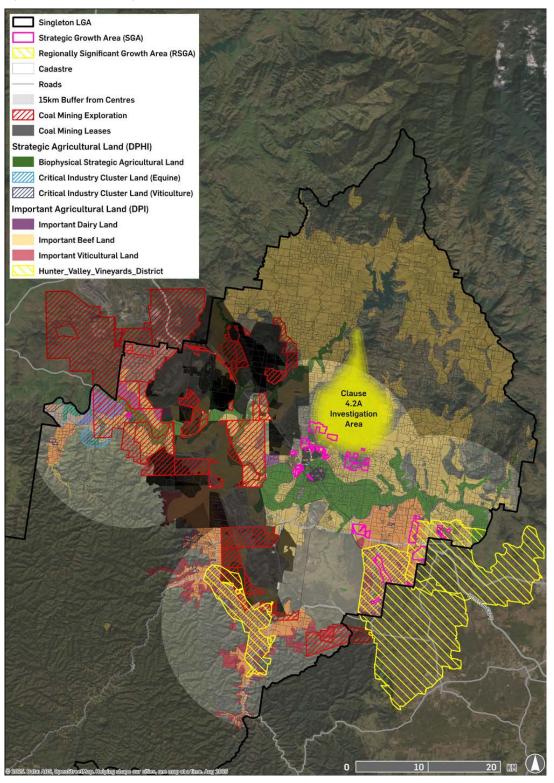
Following extensive consultation, Council resolved on 7 December 2009 to remove the existing holding and 1980 holding provisions from the SLEP 2013. Shortly after this decision, DPHI introduced an optional model clause incorporating a sunset provision under Clause 4.2A(6) of the

SLEP 2013. This clause provided a 12-month window, commencing on 6 September 2013, for landowners to utilise their dwelling entitlement before the provisions lapsed on 6 September 2014. The removal of these historical provisions aligned with Council's broader objective of managing rural land through clear, strategic policy mechanisms rather than legacy entitlements that did not necessarily reflect contemporary planning priorities or site suitability.

Despite the intent behind these changes, the lapsing of the sunset provisions generated political and community debate, particularly regarding the ongoing status of undersized lots without dwelling entitlement. The removal of the existing holding and 1980 holding provisions in the SLEP 2013 marked a fundamental shift away from historically based dwelling entitlements toward a more structured and evidence-based framework.

More recently, the Singleton Local Housing Strategy 2041 endorsed an action to investigate ways to facilitate sensitive increases in dwellings in rural areas.

Figure 4 - Clause 4.2A Investigation Area



## Implications of dwelling entitlements on rural land use

Dwelling entitlements significantly influence rural land use, affecting agricultural viability, land values and fragmentation, environmental management and infrastructure provision. While dwelling entitlements can facilitate rural housing opportunities, they also present challenges in maintaining viable farm sizes, preventing land use conflicts, and ensuring sustainable rural development.

A key concern is the fragmentation of agricultural land, where additional dwellings may increase pressure for subdivision, reducing the availability of larger, commercially viable landholdings. This can limit opportunities for agricultural expansion and introduce conflicts between residential expectations and farming operations, particularly where noise, odour, and other agricultural activities create potential land use tensions. Managing these pressures is essential to safeguarding the long-term viability of rural industries.

Environmental risks are another consideration, as dispersed rural dwellings may contribute to vegetation clearing, biodiversity impacts, and exposure residents to natural hazards such as bushfire and flooding. Ensuring that new dwellings are appropriately located is critical to protecting environmental values and minimising risks to life and property.

The cost of providing infrastructure and services to scattered rural dwellings also creates financial and logistical

challenges for councils and government agencies. Extending roads, utilities, and emergency services, as well as waste servicing to isolated locations can place an unsustainable burden on resources, reinforcing the need for careful planning around rural housing.

Figure 4 has identified the study area for a clause 4.2A study based on a high-level assessment of the below criteria:

- Be an undersized lot, not in consolidated ownership, that's development would not contribute to further land fragmentation.
- Not be identified as strategic or important agricultural land.
- Be located outside flood-prone areas and not be at risk of isolation due to flooding.
- Demonstrate an acceptable level of bushfire risk with multiple safe and reliable evacuation routes.
- Be free from contamination or demonstrate amelioration and remediation of contamination hazards.
- Avoid impacts on significant ecological features, areas of cultural significance, or areas with high biodiversity value.
- Be within 15km of an existing centre to ensure reasonable access to services and facilities.
- Maintain appropriate buffers from existing industries to prevent land use conflicts.
- Have safe and practical road access, including frontage to a sealed road.
- Demonstrate the availability of essential infrastructure services, including water, sewer, electricity, and telecommunications noting the potential for on-site servicing.
- · Demonstrate nearby waste servicing.

Any dwelling entitlement provision in the SLEP 2013 would require the support of DPHI.

Any site within the investigation area must be identified as an eligible parcel in Action A2 to be considered for a potential dwelling entitlement.

#### **ACTIONS**

A2. Undertake and exhibit a clause 4.2A suitability study in the nominated locality to identify appropriate rural land for potential dwelling entitlements, ensuring identified land meets the suitability criteria.

The scope of this study should include:

### 1. Site Identification and Mapping

- Identify rural lots within the nominated investigation areas.
- Identify ownership patterns and land in consolidated ownership.
- Confirm lot status as undersized in accordance with relevant planning controls.
- Ensure lots do not contribute to further rural land fragmentation.

#### 2. Agricultural Land Assessment

- Ground truth the agricultural land capability of sites identified in the study area.
- Confirm the extent of agricultural land to be retained within the study area.

#### 3. Natural Hazard and Risk Assessment

- Assess flood risk and potential isolation due to flood events using current flood mapping.
- Undertake a high-level bushfire risk assessment, confirming availability of multiple safe evacuation routes.

## 4. Environmental and Ecological Suitability

- Identify presence of significant ecological features, threatened species habitat, or high biodiversity value.
- Exclude sites with potential for significant environmental impact.

### 5. Contamination Risk and Site Condition

- Identify any known or likely contamination risks.
- Assess need for, or evidence of, appropriate remediation or mitigation measures.

### 6. Accessibility and Proximity to Services

- Confirm all candidate sites are located within 15 km of an existing town or service centre.
- Verify safe and practical road access, including sealed road frontage.
- Identify potential road upgrades that could unlock additional sites.

## 7. Infrastructure and Servicing Feasibility

- Assess availability or feasibility of on-site or connected water, sewer, roads, electricity, and telecommunications services.
- Confirm proximity to waste servicing routes or facilities.

#### 8. Land Use Compatibility

- Undertake a Land Use Conflict Risk Assessment (LUCRA) as per DPI guidance.
- Ensure sufficient buffers exist between candidate sites and existing extractive, industrial, defence or other incompatible land uses.

### 9. Compliance and Planning Alignment

- Ensure alignment with relevant SLEP 2013 provisions, DCP controls, and State planning policies.
- Provide planning justification for any sitespecific considerations.

### 10. Reporting

- Prepare a final report including methodology, analysis, mapping, and recommendations.
- Include a clear list and map of eligible parcels.
- Provide justification for inclusion or exclusion based on the defined criteria.



# PLANNING PRINCIPLE 3: MANAGE LAND USE CONFLICT

Intent: Reduce and manage conflict between agricultural, residential, industrial, defence and other rural land uses.

### **OBJECTIVES**

- Ensure adequate buffers between agricultural operations and sensitive land uses such as residential development.
- Deter incompatible land uses near intensive agriculture or extractive industries.
- Ensure mining and renewable energy projects do not impact the long-term agricultural viability of rural land.

Land use conflict is a term used to describe when different land uses compete for the same space due to land use interfaces. This can result in disputes and challenges in achieving suitable development outcomes. These conflicts often emerge from competing interests, such as residential, agricultural, industrial, and environmental demands, each with its own set of priorities and impacts. Effective strategic planning aims to balance these interests to promote sustainable growth and minimise adverse effects.

Rural areas are working landscapes that support a range of land uses, from agriculture and mining to residential living and environmental conservation. However, the coexistence of these uses can give rise to land use conflicts, particularly where development pressures encroach upon productive agricultural land. The expansion of residential areas into rural zones can introduce challenges such as noise, odour, and operational impacts from farming activities, which may affect both agricultural viability and rural amenity.

Similarly, mining and extractive industries can disrupt agricultural operations, water resources, and the broader rural landscape. In some locations, the interface between mining, agricultural land, and defence activities also presents unique challenges, including health and safety considerations, communication interference, and security considerations.

This Strategy carefully considers these conflicts to ensure that agricultural productivity is maintained, environmental values are protected, and the needs of the growing population are met in a balanced and sustainable manner.



### **Tourism activities**

The LGA is home a range of regionally and nationally important tourism activities. This includes the viticulture industry and particularly the Broke and Hermitage Road Precincts, agritourism such as farms stays, fruit picking, and the Wollemi National Park. These areas and activities provide significant economic and social benefit to the community.

As agritourism and viticulture expenditure with the LGA continues to grow, there has been increasing demand for on-site tourist and visitor accommodation. Whilst this can provide benefits for agritourism, it can also lead to a range of pressures whilst limits the productivity and viability of agricultural and production lands. A key issue related to the development of tourist accommodation and agritourism within rural areas is the subdivision of agricultural land, which reduces the viability of farming operations and potentially impacting

agricultural productivity. This is known as "land fragmentation". Further to land fragmentation is the inflationary impact that tourism development can have on land values, making it difficult for local farmers and residents to afford land and housing. Lastly, there are a range of potential environmental impacts associated with tourism development which can have a long-term impact on the viability of rural lands for production purposes. This can include degradation of soil quality, erosion, and pollution which affects local ecosystems and the fertility of agricultural land.

Under SLEP 2013, Farm stay accommodation is permitted with consent within the RU1 Primary Production Zone, and Agritourism and is permitted with consent within the RU2 Rural Landscape Zone.

The DPHI has developed model DCP clauses for agritourism, which should be incorporated into the Singleton DCP.

### Mining activities

Mining is the primary industry within the LGA, supporting 6,280 jobs or 37% of total employment in the LGA in 2021. Mining within the region is expected to continue until late 2030s, with some applications to extend mining leases until 2049 being prepared.

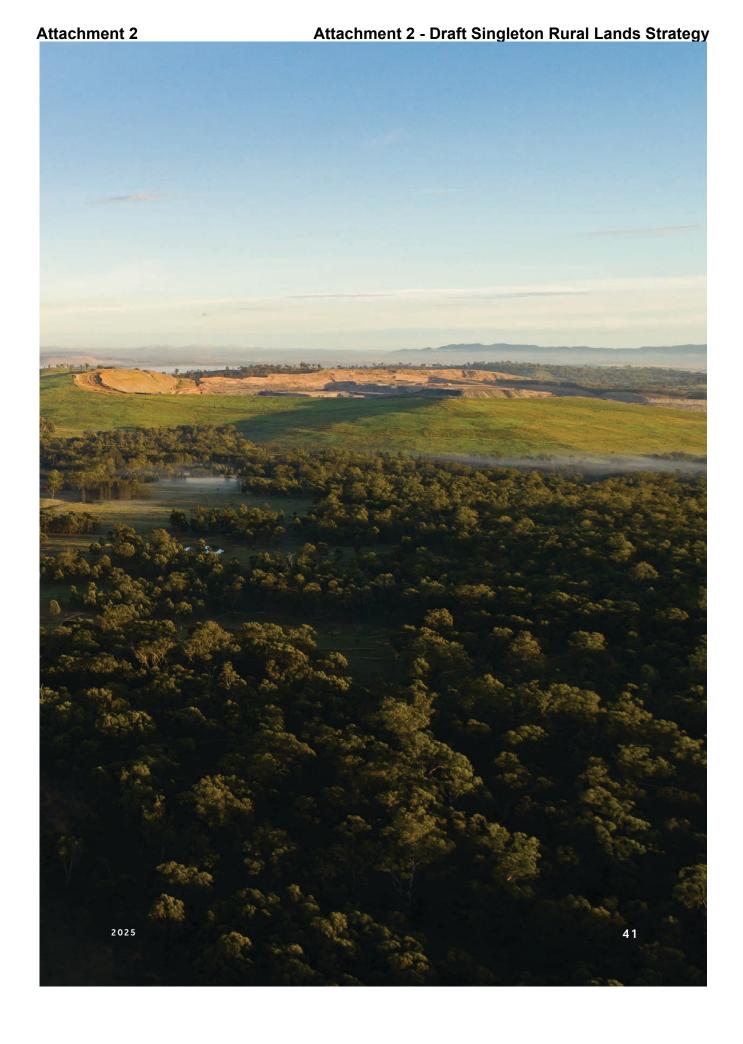
Mining development is largely undertaken on rural zoned land and is controlled by the Resources and Energy SEPP, which provides mechanisms to manage land use conflicts and protect agricultural land. The SEPP incorporates zoning provisions to clearly define areas suitable for mining activities and those designated primarily for agriculture, helping to reduce conflicts. Buffer zones may also be established to mitigate negative impacts such as noise, dust, and water contamination on nearby agricultural areas. Assessment criteria within the SEPP ensures that any mining proposal thoroughly considers and addresses potential impacts on agriculture.

Additionally, the SEPP prioritises protecting prime agricultural lands by limiting incompatible mining developments and encouraging sustainable practices. Mining operations are guided towards methods that minimise land degradation and facilitate effective land rehabilitation, promoting agricultural productivity after mining activities have ceased.

### **ACTIONS**

A4. Review and update requirements within the Singleton DCP to minimise land use conflict and protect the long-term viability of rural industries, including viticulture. This should provide that:

- Agritourism development and rural residential uses are appropriately designed and located to avoid adverse impacts on existing farming or agricultural operations.
- Existing buffers around mining sites are retained and managed until comprehensive strategic planning is undertaken for the future use and rehabilitation of former mining lands.



#### **PLANNING PRINCIPLE 4:**

## REPURPOSE FORMER MINING LAND FOR RURAL DIVERSIFICATION

Intent: Unlock the potential of rehabilitated mining land to contribute to a net-zero future, support ecological restoration, agricultural productivity, and create employment and investment opportunities in compatible industries

#### **OBJECTIVES**

- Ensure mine rehabilitation meets standards that the establishment of ecological corridors, habitat creation, and long-term environmental resilience.
- Identify and encourage new uses such as circular economy industries, manufacturing, and renewable energy infrastructure that are not suitable near sensitive uses.
- Retain and manage existing land use buffers around former extractive sites to accommodate future uses that may require separation from sensitive receivers, such as offensive or specialist industries.

Singleton has a long history of mining activities, which have significantly shaped its landscape and economy. As the energy market transitions towards renewable sources, the future use and rehabilitation of former mine sites present both challenges and opportunities. There are opportunities for the future use of rehabilitated mine sites in Singleton, these may include:

- Agricultural repurposing. Fibre crops, such as hemp, which are hardy and require specific soil profiles, could be grown on rehabilitated mine lands. This aligns with the interest in diversifying agricultural outputs and exploring new, sustainable crops. There is also the opportunity for value-adding to agricultural production through development and operation of processing infrastructure.
- Renewable energy infrastructure. Former mine sites, with existing roads and transmission infrastructure, are well-suited for solar, wind, large scale and community battery storage projects - supporting clean energy goals, local energy security, and skilled job creation.
- Circular economy. Former mining sites
  offer a valuable opportunity to support
  the transition to a circular economy.
  Leveraging existing infrastructure, utility
  access, and established buffer zones,
  these areas are well-suited for circular
  economy industries such as materials
  repurposing, resource recovery and lowimpact manufacturing.
- Offensive Industries. Rehabilitated mine sites can accommodate heavy or offensive industries, such as chemical processing or advanced manufacturing, benefiting from existing buffers and infrastructure to minimise land use conflicts and create jobs.

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- Transport and logistics. With strong transport linkages and large, adaptable sites, former mining areas present opportunities for logistics hubs, distribution centres, and research and development facilities. These uses can support regional supply chains, advance net-zero freight initiatives, and attract investment into innovative, low-carbon industries.
- Conservation and biodiversity efforts.
   Rehabilitated mines can be transformed into conservation areas, enhancing biodiversity and creating green corridors that support native flora, fauna and reforestation projects.
- Recreation and tourism. Historical mining sites can be repurposed preserving the heritage and providing educational opportunities or for active, recreational spaces (e.g. parklands or walking trails), pending any remediation of potential contamination.
- Higher order uses. These should also be consideration for the potential for higher uses of mine sites, such as housing and retail development, especially in locations with opportunistic infrastructure availability.

The successful repurposing of former mining sites will require coordinated planning, resourcing, and long-term vision. Funding opportunities to support rehabilitation and adaptive reuse should be explored early

in the process. Place-based planning should take a holistic approach, grounded in meaningful community engagement to ensure that future land uses reflect local values and expectations. While plans must be underpinned by strong governance and environmental standards, they should also allow for flexibility to respond to evolving conditions and opportunities over time.

Early and ongoing collaboration between Council and mine operators will be important to guide the closure process, identify beneficial future uses, and embed post-mining outcomes in new or modified project approvals. Aligning place strategies with economic development planning will help ensure the long-term resilience of the local economy, particularly as the region transitions towards more diverse, low-carbon industries. Support for workforce transition and reskilling will also be essential to ensure that the benefits of rehabilitation extend beyond the land itself to the broader Singleton community.

#### **ACTIONS**

A5. Investigate the preparation of place strategies for mining sites, such as Rix's Creek Mine, in collaboration with mining operators and relevant agenciese.

# PLANNING PRINCIPLE 5: PROMOTE AGRICULTURAL

INNOVATION AND DIVERSIFICATION

Intent: Encourage adaptive, value-adding and innovative approaches to farming that build resilience and support the rural economy into the future.

#### **OBJECTIVES**

- Support diversification of income streams through agritourism, value-add and on-farm enterprises in the right locations.
- Enable emerging agricultural practices and technologies through appropriate planning controls.
- Identify and facilitate investment in infrastructure supporting sustainable rural economic diversification and innovation.

Singleton's agricultural sector is well established and provides significant contribution towards both the region's GDP and rural character. Much of Singleton's rural lands feature optimal biophysical features (soil condition, weather, water supply etc.) which have shaped the livestock and cropping sectors. Singleton also hosts two critical industry clusters in the viticulture and equine industries. Further to protection and sustainable growth of these industries, Singleton's rural lands needs to be poised to support the diversification of income streams and emerging agricultural practices as technologies evolve, the impacts of climate change are felt, and markets / demand change over time.

Within Singleton's established viticulture industry clusters, particularly the Broke and Hermitage Road Precincts, agritourism such as farms stays, fruit picking and livestock feeding, and the Wollemi National Park continues to grow. Beyond this industry cluster, increases in demand for on-farm enterprises, should be accommodated in the right locations. Supporting on-farm enterprises at the right locations allows agricultural operators to diversify sources of revenue, expand their brands and mitigate risks associated with a reliance on single crop or livestock income streams. This needs to be assessed against the land use conflicts and agricultural production requirements.

Farmers in Singleton have a strong tradition of livestock management and, by adopting more sustainable practices, are well-positioned to adapt to a changing climate and a carbon-constrained economy. As climate, technology, and market conditions continue to evolve, it is essential that rural land use planning allows for flexibility in agricultural operations—supporting the adoption of new practices, shifting production methods, and the use of emerging technologies.

To remain competitive in both domestic and international markets, Singleton's rural areas must be able to accommodate changes in the scale and nature of farming activities.

This includes supporting innovation, enabling

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a broader range of facilities and equipment, and allowing for varying operational intensities. With the right planning controls in place, these transitions can occur in a way that protects the environment, maintains rural character, and preserves the amenity of surrounding areas..

Singleton's agricultural sector also includes niche markets such as turf production and nurseries. These industries, while smaller in scale, contribute to the overall diversity and resilience of the local agricultural economy. Additionally, as the region transitions from a reliance on mining, there is potential to repurpose former mining lands for agricultural use (such as hemp and other fibre crops), among other uses.

Water management is a critical aspect of agriculture in the Singleton LGA, with irrigation systems playing a vital role in ensuring crop productivity. Modern irrigation infrastructure and water-saving technologies can help farmers optimise water use and improve yields. Roads and other utility infrastructure is also critical for the effective operation of agricultural lands in accessing markets, supply chains and labour markets.

Strategic infrastructure planning is necessary to ensure rural areas are equipped with the essential services needed to maintain agricultural viability. At the same time, it

should also consider future demand, funding opportunities, and coordinated delivery to support rural economic diversification and innovation across Singleton's agricultural landscape.

#### **ACTIONS**

A6. Review rural zone planning controls to ensure value-add and on-farm enterprises are permissible and have appropriate development controls.

#### **ACTIONS**

A7. Undertake a review of the land use table for the Rural zones in the SLEP 2013 to ensure consistency with the strategic intent and objectives of each rural zone and with reflective of Council's current policy positions for rural land. This review should consider emerging land use trends, rural diversification opportunities, and land use conflicts, and recommend appropriate amendments to permitted and prohibited uses where necessary.

#### **PLANNING PRINCIPLE 6:**

# IMPROVE RESILIENCE TO NATURAL HAZARDS AND A CHANGING CLIMATE

Intent: Enhance the ability of rural land and communities to adapt to increasing climate variability, extreme weather and environmental hazards.

#### **OBJECTIVES**

- Avoid new development in high-risk flood or bushfire-prone areas.
- Promote land use and development practices that mitigate environmental risk and build resilience.
- Support transitions in agricultural practices in response to changing climate conditions.
- Encourage climate-positive practices such as carbon sequestration and water-sensitive urban and rural design.

Climate change is expected to have a significant impact on rural land use within the LGA, with rising temperatures, greater drought risk, and more frequent extreme events such as bushfires and intense rainfall. In low-lying areas, sea level rise may reduce floodplain drainage capacity, increasing the likelihood of flooding.

Over the next 20-30 years, average temperatures are projected to rise by 0.5°C to 2°C, leading to more frequent and severe extreme weather events. These changes will affect agricultural productivity and require adaptation in farming practices. As climatic conditions evolve, so too must land management approaches. Planning must support flexible, resilient agricultural systems to ensure the long-term sustainability of the rural landscape.

Large areas of the LGA are exposed to natural hazards such as bushfire and flooding, with these risks expected to increase due to climate change. Events like heatwaves, droughts, frosts, and storms can cause widespread damage to property and infrastructure, impact community wellbeing, and result in significant economic costs. To enhance resilience, strategic land use planning must avoid new residential development in high-risk areas and prioritise the safety of rural communities..

As climate variability increases, water security planning will be critical to support agriculture, the environment, and the wider community. This planning will maximise opportunities to use water effectively and support sustainable growth and development. As hazard risks evolve over time, it is essential to invest in planning and managing natural disaster impacts to protect the community, economy, and environment. Strategic resilience planning and its alignment with infrastructure provisions are essential for supporting resilient and safe developments within rural lands.

Promoting land use and development practices that mitigate environmental risk and build resilience is vital. This includes encouraging the adoption of climate-positive practices such as carbon sequestration and water-sensitive urban and rural design. Carbon sequestration can be achieved through minor changes in agricultural

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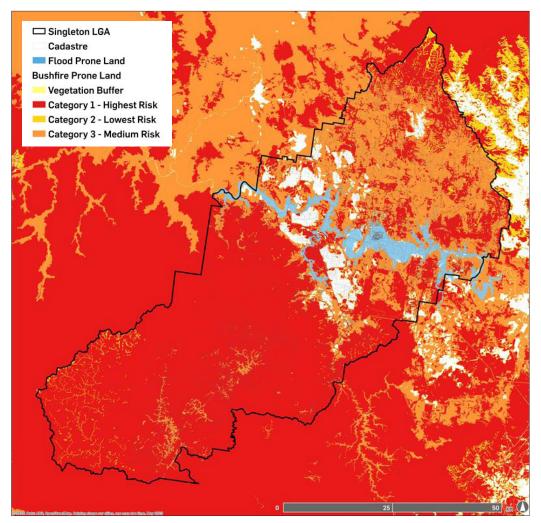


Figure 5 - Bushfire and Flood Prone Land

practices to ensure that carbon dioxide is not emitted. Carbon sequestration in agriculture involves practices like cover cropping, notill farming, agroforestry, and adding organic amendments to capture and store carbon in soil and vegetation.

These strategies can help mitigate climate change, improve soil health, and enhance farm productivity, while also offering income opportunities through practices such as carbon farming.

#### **ACTIONS**

A8. Prepare a Water Considerations
Report (in consultation with
Muswellbrook and Upper Hunter
Councils and relevant agencies) that
maps the impact on water demand for
current, transitioning, and emerging
industries, incorporating licensing,
irrigation systems, and water security
needs for sectors identified for future
growth and undertakes future scenario
planning to identify water security
requirements for priority growth sectors,
particularly agriculture, renewable
energy, and manufacturing.

#### PLANNING PRINCIPLE 7:

# STRENGTHEN ENVIRONMENTAL CONSERVATION AND LAND MANAGEMENT

Intent: Protect and enhance the natural values, biodiversity, water quality and landscape character of rural and environmental lands.

**OBJECTIVES** 

- Protect and restore native vegetation, critical habitats, wildlife corridors, waterways, and landscapes with high conservation and cultural significance.
- Encourage land management practices that improve soil, water and ecosystem health.
- Integrate biodiversity protection into rural development and land use planning.
- Support stewardship and restoration of degraded land through incentives and partnerships.
- Incorporate traditional ecological knowledge and culturally respectful practices in environmental management strategies.

Singleton contains large areas of land zoned for conservation purposes. These areas are concentrated within the southern areas of the LGA, within the Wollemi National Park and surrounding areas. Notwithstanding this, conservation values are not limited to areas that are zoned for conservation, with biodiversity existing throughout the LGA. This includes waterways, areas of remnant bushland within private ownership

and certain rural lands. Such areas are included on the Biodiversity Values Map which outlines areas of biodiversity value, regardless of their land use zoning.

Council has also developed a Biodiversity Conservation Policy to minimise our impacts to biodiversity and conserve and enhance areas of high biodiversity value within the LGA.

#### **Biodiversity Stewardship**

Acknowledging the importance of biodiversity and conservation, schemes such as a Biodiversity Stewardship Agreement (BSA) can provide income to landowners through the sale of biodiversity credits through the NSW biodiversity market to fund the management of weeds, pests and fire and ecological restoration. Landowners can apply for a BSA through the NSW Office of Environment and Heritage. However, the BSA does not apply to site's where the biodiversity values are not likely to improve due to previous land use, pollution, land size or adjacency to residential accommodation. For a site to be accepted into the BSA, the biodiversity values or the site are to be assessed and confirmed by an accredited biodiversity assessor and confirmed with the Credits Supply Taskforce.

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#### **Land Management Practices**

Promoting land management practices that improve soil health, water quality, and ecosystem function is essential to maintaining the long-term sustainability and productivity of Singleton's rural land.

Regenerative agriculture provides a holistic approach to land management that restores and enhances the natural environment while supporting productive rural enterprises.

These practices improve soil health, increase biodiversity, enhance water retention, and build resilience to climate variability and extreme weather events.

By focusing on soil regeneration, native vegetation restoration, and integrated land stewardship, regenerative agriculture contributes to carbon sequestration, reduces erosion and nutrient loss, and supports habitat creation for native species. These outcomes deliver long-term environmental benefits while also improving farm productivity, profitability, and sustainability. Encouraging regenerative agricultural practices aligns with the broader goals of strengthening environmental conservation and ensuring the rural land remains healthy, resilient, and productive for future generations.

#### **Traditional Knowledge**

Incorporating traditional ecological knowledge into environmental management recognises the deep connection Aboriginal and Torres Strait Islander peoples have with Country and their long-standing stewardship of the land. Respecting and embedding culturally appropriate practices, such a cultural burning and planting of native species, can enhance biodiversity outcomes, support sustainable land management, and foster partnerships with local Aboriginal communities.

#### **IMPLEMENTATION**

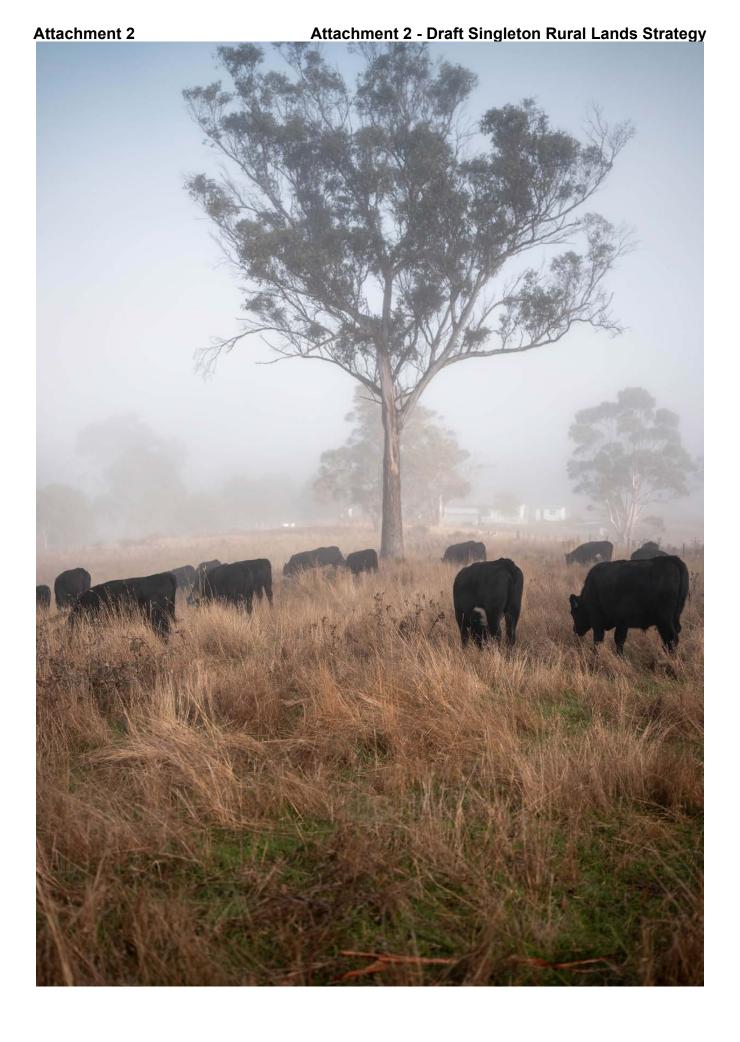
Effective implementation is critical to the success of this Rural Land Strategy. This chapter summarises the key actions necessary to achieve the principles and objectives set out in the previous sections, ensuring that the vision for Singleton's rural land is realised through practical and coordinated efforts.

The Action Plan provides a clear framework for translating strategy into practice, identifying specific actions, the responsible stakeholders, and the expected timeframes for delivery. By assigning responsibilities and establishing timelines, the Action Plan ensures accountability and supports ongoing monitoring and evaluation of progress.

Planning Principle	Action	Responsibility	Timeframe
PP 1: Protect Productive Agricultural Land	A1. Investigate alternative highest and best uses for land identified as not productive agricultural land, with consideration for economic and community benefits	Council	Short Term
PP 2: Build Rural Housing Only in Suitable Places	<b>A2.</b> Undertake and exhibit a clause 4.2A suitability study in the nominated locality to identify appropriate rural land for potential dwelling entitlements, ensuring identified land meets the suitability criteria.	Council	Short Term
	A3. Subject to the outcomes of the clause 4.2A study, progress a planning proposal to amend clause 4.2A of the SLEP 2013 to reflect the findings of the study.	Council	Medium Term
PP 3: Manage Land Use Conflict	A4. Review and update requirements within the Singleton DCP to minimise land use conflict and protect the long-term viability of rural industries, including viticulture. This should provide that:  • Agritourism development and rural residential uses are appropriately designed and located to avoid adverse impacts on existing farming or agricultural operations.  • Existing buffers around mining sites are retained and managed until comprehensive strategic planning is undertaken for the future use and rehabilitation of former mining lands.	Council	Short Term

DRAFT SINGLETON RURAL LANDS STRATEGY

Planning Principle	Action	Responsibility	Timeframe
<b>PP 4:</b> Repurpose Former Mining Land for Rural Diversification	<b>A5.</b> Investigate the preparation of place strategies for mining sites, such as Rix's Creek Mine, in collaboration with mining operators and relevant agencies.	Council / DPHI	Medium Term
<b>PP 5:</b> Promote Agricultural Innovation and Diversification	A6. Review rural zone planning controls to ensure value-add and on-farm enterprises are permissible and have appropriate development controls	Council	Short Term
	A7. Undertake a review of the land use table for the Rural zones in the SLEP 2013 to ensure consistency with the strategic intent and objectives of each rural zone and with reflective of Council's current policy positions for rural land. This review should consider emerging land use trends, rural diversification opportunities, and land use conflicts, and recommend appropriate amendments to permitted and prohibited uses where necessary.	Council	Short Term
PP 6: Improve resilience to natural hazards and a changing climate	A8. Prepare a Water Considerations Report (in consultation with Muswellbrook and Upper Hunter Councils and relevant agencies) that maps the impact on water demand for current, transitioning, and emerging industries, incorporating licensing, irrigation systems, and water security needs for sectors identified for future growth and undertakes future scenario planning to identify water security requirements for priority growth sectors, particularly agriculture, renewable energy, and manufacturing.	Council	Short Term



### **REFERENCES**

This reference list supports the evidence base used to inform the Singleton Rural Lands Strategy. It includes key strategic documents, legislation, guidelines, and data sources from state and local government, as well as other agencies. These sources underpin the analysis of land use trends, environmental and economic conditions, and planning policy. Together, they ensure that the Strategy reflects best practice, current policy directions, and the local context in shaping the sustainable use and future development of Singleton's rural and conservation lands.

- Australian Bureau of Statistics (2021).
   Agricultural Commodities Report & Census Data.
- CSIRO (2022). Future Drought Fund: Resilience Roadmap.
- Department of Climate Change, Energy, the Environment and Water (2022). Australia's State of the Environment Report.
- Hunter Joint Organisation (2023).
   Circular Economy Opportunities in the Hunter.
- NSW Department of Planning and Environment (2012). Critical Industry Clusters Mapping – Hunter Region.
- NSW Department of Primary Industries (2011). Land Use Conflict Risk Assessment (LUCRA) Guidelines.

- NSW Department of Primary Industries (2018). Buffer Zones to Reduce Land Use Conflict with Agriculture – An Interim Guideline
- NSW Department of Primary Industries (2022). Planning for Agriculture in Rural Land Use Strategies.
- NSW Office of Environment and Heritage (2017). Mapping of Biophysical Strategic Agricultural Land (BSAL).
- Singleton Council (2013). Singleton Local Environmental Plan (SLEP) 2013.
- Singleton Council (2020). Local Strategic Planning Statement.
- Singleton Council (2020). Singleton Development Control Plan 2020.
- Singleton Council (2023). Community Strategic Plan 2022–2032.
- Singleton Council (2023). Local Housing Strategy.
- NSW Government (2022). NSW Agritourism Policy Review.



**DI&P51/25.** Minutes - Sports Council Committee - 21/08/2025 FILE: 25/00185

Author: Executive Assistant - Directors

#### **Executive Summary**

The Sports Council Committee held its ordinary meeting on 21 August 2025. The minutes of the meeting are shown as **Attachment 1** for Council's consideration.

#### **RECOMMENDED** that Council:

- 1. Note the minutes of the Singleton Sports Council Committee Meeting held on 21 August 2025.
- 2. Rescind the previous Terms of Reference for the Singleton Sports Council Committee. (Attachment 2)
- 3. Adopt the updated Terms of Reference for the Singleton Sports Advisory Committee (Attachment 3)

#### **Community Strategic Plan**

Strategy: 2 Our Places

Deliverable: 2.1 Our Places are sustainable, adaptablke and inclusive Action: 2.1.1 Provide facilities, infrastructure and land that are

accessible to the whole community

#### **Council Policy/Legislation**

- Local Government Act. 1993
- Council's Committees Policy

#### **Financial Implications**

There are no financial implications as a result of adopting the Committee's recommendation.

#### **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk that Council will not comply with the <i>Local Government Act 1993</i> requirements which may lead to legal action, penalties and reputational damage.	High	Adopt the recommendation	Low	Yes
There is a risk that Council will not comply with the Council Committees Policy which may lead to noncompliance with the Policy and reputational damage.	Medium	Adopt the recommendation	Low	Yes

#### **Attachments**

- AT-1 Minutes Sports Council Committee 21 August 2025
- AT-2 Singleton Sports Council Committee Terms of Reference August 2025 Recind
- AT-3 Singleton Sports Advisory Committee Terms of Reference
  - August 2025 Updated



Present	Cr Mel McLachlan – Singleton Council (Chair) (Cr MM) Singleton AFL – Mal Draper (MD) Singleton Junior Rugby League – Daniel Trees (DT) Singleton Junior Touch Football – Monique Buckley (MB) Singleton Junior Rugby Union – Eric Blaikie (EB) Singleton Mountain Biking Club – Alan Fletcher (AF) Singleton Netball Association – Kate Munzenberger (KM) Singleton Strikers Football Club - Community – Mark
	Austin (MA) Singleton Strikers Football Club - Community – Nick Topham (NT)
	Singleton Strikers Football Club – Premier – Warren Gillespie (WG)
In Attendance	Anna Burnheim – Acting Manager Infrastructure Services, Singleton Council (AB)
	Amanda McMahon – Coordinator Recreation & Facilities, Singleton Council (AM)
	Ricardo Piccioni – Australian Sports Foundation (RP) Kellie Doherty – Minute Taker, Singleton Council
Meeting Location	Committee Room

#### 1 Welcome and Apologies

- Welcome
- · Acknowledgement of Country by Chair
- Apologies
  - o Cr Danny Thompson Singleton Council
  - Katie Hardy Singleton Council
  - Mark Rix Howe Park Tennis Club
  - o David Andrews Singleton PCYC
  - o Greg Bateman Singleton Golf Club
  - o Joy Poole Country Tennis Club

  - Carol Burgmann Singleton Parkrun
     Ian O'Brien Singleton Triathlon Club
     Lea Scoular Singleton Amateur Swimming Club
  - o Hilary Kennedy Singleton Track & Field

#### 2 Disclosure of Interests

Nil

#### 3 Confirmation of Minutes



• The minutes of the Singleton Sports Council meeting held on Thursday 19 June 2025, were confirmed.

Moved EB Seconded MD

- 4 Matters arising from the Minutes
  - Nil
- 5 Agenda Items
- 5.1 Australian Sports Foundation Ricardo Piccioni FILE:25/00185 Presentation in session.

#### **NOTED**

#### 5.2 Financial Report

FILE:25/00185

The Singleton Sports Council – Financial Report for July 2025 was reviewed by the Committee.

#### **NOTED**

### 5.3 Singleton Sports Council Committee – Terms of Reference Update

FILE:25/00185

- AM advised feedback was received after the February meeting regarding the Committee no longer operating as a 355 Committee
- Council previously assumed responsibility of income and expenditure, membership fees were abolished, and grant funding administered by Council
- The Terms of Reference have now been updated to establish the Committee as an Advisory Committee
- The Advisory Committee will no longer have delegated decision-making powers

#### Recommendation:

1. That the attached Draft Singleton Sports Advisory Committee Terms of Reference be adopted.

#### **UNANIMOUS SUPPORT - CARRIED**

#### 5.4 Seasonal Sportsground Applications – Summer

Page 2



Season FILE:25/00185

- AM noted the following clashes:
  - Albion Park Strikers (Premier) & Cricket Friday's WG advised Friday can be removed for Strikers
  - Allan Bull Strikers (Premier) & Junior Rugby Union Monday's to Thursday's – WG is waiting on a return phone call from Junior Rugby Union to come to an agreement

ACTION: EB to follow up with Secretary to call WG

- Civic Park Cricket & Junior Touch Football Saturday's & Sunday's –
   Cr MM advised the clubs will work together again similarly to last season
- Cr MM also suggested that if St Catherine's are not an option for the season, that Strikers reach out to Singleton High who were very accommodating

#### Recommendation:

1. That Sports Council endorses the applications provided that, where there are clashes, the clubs meet to discuss and resolve.

#### **UNANIMOUS SUPPORT - CARRIED**

5.5 Strategic Planning Update FILE:25/00185
Nil update.

#### **NOTED**

**5.6 Capital Works Planning**Nil update.

NOTED

#### 5.7 Capital Works Delivery

FILE:25/00185

FILE:25/00185

AB provided an update on the progression of the Capital Works delivery.

Cook Park #4 Amenities Extension (\$2.2M)

- Building works are complete
- A significant delay is being experienced due to issues with the existing septic system. The new pressure system design has been approved by Water and Sewer and is now out for quotation. We cannot provide an estimated completion date until a contractor has been engaged and a program provided
- As a result, the opening event has been postponed until further notice

Page 3



FILE:25/00185

#### Replacement of Cook Park #3 Cricket Wicket (\$60,000)

- The project has commenced and is close to completion
- Contractors will return in 6-8 weeks to scarify and top dress
- Wicket should be available for use again early next year

#### Replacement of Cook Park #2 and #4 Cricket Wicket (\$120,000)

 Works will commence as soon as possible once Junior Rugby League and Aussie Rules have finished for the year

#### Alroy Oval and Amenities Upgrade (\$8.2M)

- Construction is being undertaken by Glascott Landscape with building works nearing completion. Variation works to the canteen are now being undertaken with completion expected by the end of August
- The facility will be available for use from April 2026

#### Gym and Swim Indoor 25m Pool Dome (\$4M)

- Tender process has commenced
- Construction due to commence in October 2025

#### Gym and Swim Car Park Upgrades

- Tender has been awarded
- Due to commence mid-August 2025

#### Gym and Swim Splash Pad (\$1.5M)

- Works have commenced with demolition complete
- Completion currently scheduled for November 2025

#### **NOTED**

#### 5.8 Maintenance Activities

There were 5 CRM's received from June - July 2025.

Date	Customer	Request	Outcome
02/06/2025	Paul Kelly	Control CB for Cook #4 ground	Contractors inspected
		lighting tripping regularly.	and repaired on
			04/06/25.
15/06/2025	Singleton	The padlock that is used on the	Council's officer
	Netball	Singleton Netball Clubhouse external	attended and repaired
	Association	storeroom doors is faulty and will not	16/06/25.
		close. In addition, one of the new cut	
		keys is not properly it opens some locks	
		but not others. I will supply the key	

Page 4



		number to Amanda tomorrow.	
17/06/2025	Shane Kowald	The Soft Cogs Incorporated is a team of riders who share their love of riding bikes (road, mountain, triathlon, recumbent, tandem you name it!). We predominantly come from the Hunter Valley. The key event for the Soft Cogs is the MS Gong Ride of which the Soft Cogs have participated in since 2012 and raised over \$1.0M in support of MS. To increase the love of bike riding and invite people several rides are held throughout the year where the community is invited to participate. These include road, mountain bike (MTB) and kids rides. The kids rides have been held on 2 occasions in the past 2 years at Maison Dieu MTB park where over 30 kids participated on Referred to Councils event officer who advised that an event application was required 26/06/25 SINGLETON COUNCIL Singleton Sports Council - 21 August 2025 Reports - 5.8 35 each occasion. The children range in age from 4- 14 years. All rides are supervised and led by a Soft Cogs Committee member. The event is proposed to be held Saturday 19 July 8:30am - 12:00pm. This is a great opportunity for parents and kids to experience mountain biking and the newly opened Pioneer MTB park.	Referred to Councils event officer on 26/06/25 who advised that an event application was required.
26/06/2025	Singleton Netball Association	One of the toilets is running continuously in the ladies bathroom. It has been turned off.	Job was allocated to contractors 27/06/25.
30/06/2025	Singleton Netball Association	Lights on court 4 not working.	Job was allocated to contractors 04/07/25.

#### NOTED

#### 5.9 Grant Programs

FILE:25/00185

AM provided an update on the open Sports Grant funding opportunities.

#### Singleton Council Sports Grant Program Round 1 2025/2026

- Round 1 opened 18 August 2025 and closes on 12 September 2025
- Guidelines are available on Councils website

#### Clubgrants Category 3

• Opens 24 November 2025 and closes 15 December 2025

Page 5



FILE:25/00185

- Funds from \$50,000 to \$300,000
- · Funding to support sport and recreation infrastructure
- Council applicants need to contribute 50%

#### Play our Way Program

- Funding of up to \$191.8M over three years from 2024-25
- Aims to address the barriers women and girls face when participating in sport and physical activity by delivering quality facilities and sport participation experiences where the need is greatest, and in a manner that is safe, equitable, accessible, inclusive, sustainable and enduring
- Facilities applications between \$50,000 and \$1.5M
- Participation and equipment applications between \$50,000 and \$1M
- Projects must be completed by 30 June 2027

	2024-2025	2025-2026	2026-2027	Total
Stream 1:	\$60M	\$54M	\$22M	\$136M
Facilities				
Stream 2:	\$30M	\$16M	\$9.8M	\$55.8M
Participation				
and Equipment				

#### **Current Grant Applications**

 NSW Office of Sport – Local Sport Grant Program – Singleton Swim Club – Kitchen Upgrades

#### Successful Grant Applications

Nil

#### NOTED

#### 5.10 Sports Club Updates

EB - Singleton Junior Rugby Union

- Season coming to an end
- · Last round to be held this weekend

#### MB – Singleton Junior Touch Football

- Community competition registrations have opened, so far 50 teams registered
- Representatives EOI's are out, a team for each age group
- 5 x children currently representing Singleton at State for primary schools

#### WG - Singleton Strikers Football Club - Premier

- Season has a few more weeks to go
- Home game last Saturday saw a big supportive crowd

Page 6



Junior teams made semi-finals

#### DT - Singleton Junior Rugby League

- No more games for the season
- Continue with development training

#### MD - Singleton AFL

- Last round occurring for both juniors and seniors, with seniors men's in the finals
- Queried current shipping container storage options
   ACTION: AM to follow up with Capital Works Team and advise MD

#### AF - Singleton Mountain Biking Club

- Pioneer proving to be very popular however have to keep closing due to wet weather
- Orienteering NSW on pushbikes to occur in October at both Maison Dieu and Pioneer
- Hunter schools race day in November at Maison Dieu

#### MA - Singleton Strikers Football Club - Community

- End of general season this weekend, finals still underway
- Athletics have been great hosts thank you
- · Looking forward to Alroy Oval walkthrough

#### KM – Singleton Netball Association

- Games have been getting rained out a lot, finals pushed back to 20 September 2025
- EOI for representatives
- · Koori Cup had first gala day at Wyong
- · Twilight competition commences Term 4 on Monday nights

#### **NOTED**

#### 6 Other Business

- KM queried which clubs had a defibrillator Cr MM advised AGL often do grants for defibrillators, AM also suggested Office of Sport
- AM requested that clubs ensure they are submitting their own booking requests for both seasonal and adhoc bookings. Council staff are not able to do on behalf of clubs
- KM raised concerns with the bins overflowing and advised that netball bins
  must be left out, MD also advised they have no bins at all. AM requested
  both clubs raise CRM's so Council can investigate options such as cages

Page 7



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Nil.

#### 8 Next Meeting

• Thursday 16 October 2025 at 7:00pm in the Library Meeting Room.

The meeting closed at 7:52pm.

#### Cr Mel McLachlan

Chair

Singleton Sports Council Terms of Reference Revision 02: 21/06/2022





#### Terms of Reference Singleton Sports Council

#### 1. Establishment

The Singleton Sports Council was established to:

- Advise Council on all matters relating to sport; and
- To foster a co-operative relationship between Council and all sporting organisations

within the Singleton Local Government Area.

#### 2. Authority

The Singleton Sports Council is a committee established under Section 355 with delegations from Council under the provision of Section 377 of the *Local Government Act.* 1993.

#### 3. Functions and Responsibilities

This committee's functions are to:

- Initiate increased communication between the sporting public and Singleton Council in order that the existing and future needs and requirements of those participating and those administering sports are accurately identified and brought to the attention of Singleton Council.
- Identify for the appropriate organisation, those areas that may be suitable for sporting and recreational development. This identification could take place in respect of existing needs, but perhaps the greatest value would be in the identification of sites in relation to a future demand.
- Co-operate with Singleton Council to ensure that sporting and recreational facilities are provided and maintained at an agreed standard.
- In co-operation with Singleton Council, Government Departments, and other bodies/organisations, to ensure that wherever possible optimum use is made of existing facilities.
- Recommend to Singleton Council priorities in respect of development projects which may be competing for funds.
- Assist with the promotion of local sporting events.
- Endeavour to co-operate with other agencies in order to keep the community fully informed of those facilities and clubs that exist within the Local Government Area.
- Make recommendations to Singleton Council on all winter and summer allocations of sporting facilities.

Singleton Sports Council Terms of Reference Revision 02: 21/06/2022





 Make recommendations to Singleton Council from time to time of fees and charges for the use of sporting facilities.

#### 4. Referral of Matters

- All Committee minutes will be reported to Council for information and for adoption of any recommendations.
- To advise Singleton Council on all aspects of current and future sporting needs together with options for meeting these needs.
- To allocate the use of Singleton Council's sporting grounds between sporting bodies seasonally.
- To recommend to Singleton Council priorities for capital funding for sporting facilities.
- To liaise with users and promote improved and safer sporting facilities.

#### 5. Membership and length of term

The Committee will consist of:

- One representative of each sporting association located within the Singleton Local Government Area as nominated by their sporting association.
- Two (2) Councillor representatives with one (1) to serve as the Chair.
- Community representatives. Representatives will be recommended by the Committee to Council for appointment following a public expression of interest process as per the Council Committees Procedure.
- The Manager Infrastructure Services or nominated representative will attend as an advisor and will not have any voting rights.

The Committee members will serve for the following term:

- Councillor representatives will be elected by Council every two years.
- Community representatives will serve for a term of two years and may nominate for re-appointment.
- Representatives of sporting associations will serve for a period of one year and may nominate for re-appointment.

#### 6. Operation

- The Committee shall comply with Council's adopted Code of Conduct and Committees Procedure.
- The Committee will meet bi-monthly or quarterly at a minimum. Should the need arise, some meetings may be held via the use of electronic conferencing technologies, at the discretion of the Chair.
- All decisions and recommendations shall be determined preferably by consensus but if this is unable to be achieved by majority vote of voting members present.

Singleton Sports Council Terms of Reference Revision 02: 21/06/2022





- Whenever the voting on a motion put to a meeting of the Committee is equal, the Chair of the Committee is to have a casting vote as well as an original vote.
- At least one weeks' notice in writing shall be given for an ordinary meeting.
- A Special Meeting of the Singleton Sports Council may be called by the Chair
- Notice of any Special Meetings of the Singleton Sports Council shall be in writing and given at three (3) business days before such meeting.
- Every recommendation passed at any meeting of the Singleton Sports Council and endorsed by Singleton Council shall be binding on all relevant sporting associations whether present or not.

#### 7. Quorum

- A quorum will consist of five (5) members of the Sports Council.
- If a quorum is not achieved within twenty (20) minutes of the advertised time of the meeting, such meeting shall be held over until the following meeting date.

#### 8. Conduct

- All committee members must comply with the applicable provisions of Council's Code of Conduct in performing their duties and must:
  - Not engage in bullying behaviour (as defined in the Code of Conduct) towards the Chair, other Council officials or any members of the public present during Committee Meetings.
  - Not engage in conduct that disrupts Committee Meetings, or that would otherwise be inconsistent with the orderly conduct of meetings.
  - Disclose the nature of any pecuniary or non-pecuniary conflicts of interest to the Chair as soon as practicable in accordance with Council's Code of Conduct.
- Councillors must comply with the Interactions Between Councillors and Staff Policy
  at all times and only contact staff that are nominated in the Councillor/Staff Liaison
  Listing. Should they wish to contact a Council staff member outside of a committee
  meeting they may only do so via the General Manager or relevant Director.
- It is important for committee members to recognise that meetings are not a suitable forum for making action requests of Council staff. All requests outside of a Committee's Terms of Reference must be made via the appropriate channels ie. Customer Request.

#### 9. Meetings

- Committee meetings are to be carried out in accordance with this Terms of Reference and Council's Committees Procedure.
- Committee members are required to be fully prepared for each meeting and make every reasonable effort to attend or participate in each meeting.

Singleton Sports Council Terms of Reference Revision 02: 21/06/2022





 Committee meetings will be conducted with due consideration for each person with a disability and in an environment which is accessible to all members.

#### 10. Observers and Visitors

- A Councillor who is not a member of a committee may attend the Committee as an
  observer. However, the Councillor is not entitled to give notice of business for
  inclusion in the agenda for the meeting, to move or second a motion (if required),
  or to vote at the meeting. The Councillor as a courtesy should in advance of the
  meeting advise the Chair by email of their intention to attend the meeting.
- The General Manager or their representative may also attend and speak at a
  meeting. Other Council staff may attend at the invitation of the General Manager
  or Director to speak on a particular agenda item. Council staff attending in this
  capacity cannot move or second a motion at the meeting or vote at the meeting.
- The Committee may invite other persons to attend meetings and participate in discussions, but they will have no voting rights.

#### 11. Agendas and Minutes

- Agendas and Minutes are to be prepared and circulated in accordance with the Committees Procedure.
- All meeting records are to be recorded by Council on the relevant CM9 container.
- Minutes will be reported to Council for adoption or for information.
- Agendas and associated documentation will be distributed at least five (5) business days prior to the meeting.
- Any matters to be considered at the meeting will be provided to the Chair a minimum of seven (7) business days prior to the meeting.

#### 12. Evaluation and Review

- This Committee shall review its Terms of Reference and provide them to Council for adoption at the beginning of each term of Council or when initiated by the Chair.
- The Chair of the Committee will initiate a review of the performance of the Committee at the end of every term of Council. The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair), with appropriate input from the relevant Director and any other relevant stakeholders, as determined by the Chair.

Singleton Sports Advisory Committee - Terms of Reference - August 2025 - Updated

Singleton Sports Advisory Committee Terms of Reference Revision 01:



#### **Terms of Reference Singleton Sports Advisory Committee**

#### 1. Establishment

The Singleton Sports Advisory Committee (the Committee) was established by Singleton Council (Council) to:

- Provide advice, guidance and expertise to Council on all matters relating to sport; and
- Foster a co-operative relationship between Council and all sporting organisations within the Singleton Local Government Area

#### 2. Authority

The Committee is established to only advise or refer matters to Council for a decision. It does not have delegated authority from Council.

#### 3. Functions and Responsibilities

This committee's functions are to:

- Initiate increased communication between the sporting public and Singleton Council in order that the existing and future needs and requirements of those participating and those administering sports are accurately identified and brought to the attention of Singleton Council
- To provide advice and recommendations on strategic and operational documents that support the sustainable provision of sporting infrastructure within the Singleton LGA
- In co-operation with Singleton Council, ensure that wherever possible optimum use is made of existing facilities.

#### 4. Referral of Matters

All Committee minutes will be reported to Council for information and for adoption of any recommendations.

#### 5. Membership and length of term

The Committee will consist of:

- One representative of each sporting association located within the Singleton Local Government Area as nominated by their sporting association
- Two (2) Councillor representatives with one (1) to serve as the Chairperson

### Singleton Sports Advisory Committee - Terms of Reference - August 2025 - Updated

Singleton Sports Advisory Committee Terms of Reference Revision 01:



- The Director Infrastructure and Planning will attend as an advisor and will not have any voting rights
- The Manager Infrastructure Services or nominated representative will attend as an advisor and will not have any voting rights
- The Coordinator Recreation and Facilities will attend as an advisor and will not have any voting rights.

#### 6. Chairperson

- Council shall appoint one of the Councillor representatives as Chairperson at the meeting when Councillor representatives are determined
- In the event of the Chairperson's absence another Councillor representative will act as Chairperson
- The Chairperson shall preside at all meetings and shall ensure that all decisions of the Committee are implemented.

#### 7. Length of term

All Committees with be disbanded prior to the commencement of the caretaker period preceding the Local Government Election. At the commencement of the Council term all positions will be declared vacant.

The Committee members will serve for the following term:

- Councillor representatives will be elected by Council and serve for the term of Council until the next ordinary election is held
- Director Infrastructure and Planning ongoing
- Manager Infrastructure Services ongoing
- Coordinator Recreation and Facilities ongoing
- Representatives of sporting associations will serve for a period of one year and may nominate for re-appointment.

#### 8. Operation

- The Committee shall comply with Council's adopted Code of Conduct and Councils Advisory Committee Policy
- Meetings may be held in person or virtually, at the discretion of the Chair
- The Committee will meet at least quarterly
- · The Committee shall regulate the time and place of its meetings
- All decisions and recommendations to Council shall be agreed by the Committee, preferably by consensus, or by majority vote of voting members present

### Singleton Sports Advisory Committee - Terms of Reference - August 2025 - Updated

Singleton Sports Advisory Committee Terms of Reference Revision 01:



- Whenever the voting on a motion put to a meeting of the Committee is equal, the Chair of the Committee is to have a casting vote as well as an original vote Voting members include:
  - One representative of each sporting association located within the Singleton Local Government Area as nominated by their sporting association.
  - Two (2) Councillor representatives.

#### 9. Conflicts of Interest

- Members shall observe the provisions of the Local Government Act, 1993 and Council's Code of Conduct in relation to declaring conflicts of interest for business placed before the Committee
- · The agenda will have a standing item for conflicts of interest
- All conflicts of interest are to be declared to the Chairperson either prior to or at the commencement of the meeting
- All conflicts of interest and any action taken will be recorded in the minutes.

#### 10. Quorum

- A quorum will consist of five (5) current voting members
- If a quorum is not achieved the meeting will either be held over until the following meeting date or rescheduled to a suitable time.

#### 11. Conduct

- All committee members must comply with the applicable provisions of Council's Code of Conduct in performing their duties and must:
  - Not engage in bullying behaviour (as defined in the Code of Conduct) towards the Chair, other Council officials or any members of the public present during Committee Meetings
  - Not engage in conduct that disrupts Committee Meetings, or that would otherwise be inconsistent with the orderly conduct of meetings
  - Disclose the nature of any pecuniary or non-pecuniary conflicts of interest to the Chair as soon as practicable in accordance with Council's Code of Conduct.
- Councillors must comply with the Councillors and Staff Interaction Policy at all times and only contact staff that are nominated in the Councillor/Staff Liaison Listing. Should they wish to contact a Council staff member outside of a committee meeting they may only do so via the General Manager or relevant Director.

### Singleton Sports Advisory Committee - Terms of Reference - August 2025 - Updated

Singleton Sports Advisory Committee Terms of Reference Revision 01:



 It is important for committee members to recognise that meetings are not a suitable forum for making action requests of Council staff. All requests outside of a Committee's Terms of Reference must be made via the appropriate channels ie. Customer Request.

#### 12. Meetings

- Committee meetings are to be carried out in accordance with this Terms of Reference and Council's Advisory Committees Policy
- Committee members are required to be fully prepared for each meeting and make every reasonable effort to attend or participate in each meeting
- Committee meetings will be conducted with due consideration for each person with a disability and in an environment which is accessible to all members.

#### 13. Observers and Visitors

- A Councillor who is not a member of a committee may attend the Committee as an observer. However, the Councillor is not entitled to give notice of business for inclusion in the agenda for the meeting, to move or second a motion (if required), or to vote at the meeting. The Councillor as a courtesy should in advance of the meeting advise the Chair by email of their intention to attend the meeting
- The General Manager or their representative may also attend and speak at a
  meeting. Other Council staff may attend at the invitation of the General Manager
  or Director to speak on a particular agenda item. Council staff attending in this
  capacity cannot move or second a motion at the meeting or vote at the meeting
- The Committee may invite other persons to attend and speak at a meeting, but they will have no voting rights. Prior approval from the Chairperson is also required.

#### 14. Agendas and Minutes

- Agendas and Minutes are to be prepared and circulated in accordance with the Advisory Committee Policy
- All meeting documents are to be recorded on the relevant Content Manager container
- Council staff will arrange for all Committee Minutes to be reported to Council for adoption or for information
- Council staff will make all necessary meeting arrangements.

#### 15. Access to Information and Advice from the Committee

 Committee members may have reasonable access to Council resources and information for the purposes of carrying out responsibilities associated with their role on the Committee

### Singleton Sports Advisory Committee - Terms of Reference - August 2025 - Updated

Singleton Sports Advisory Committee Terms of Reference Revision 01:



- The Committee may call for reports from the General Manager or their delegate on matters contained within the Committee functions
- The Committee shall be bound to maintain the confidentiality of information submitted to it, where such information is noted as being confidential
- Any legal matter or advice that is considered by the Committee is to be dealt with in a manner that ensures the protection of legal privilege.

#### 16. Evaluation and Review

- This Committee shall review its Terms of Reference and provide them to Council for adoption at the beginning of each term of Council or when initiated by the Chair
- The Chair of the Committee will initiate a review of the performance of the Committee at the end of every term of Council. The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair), with appropriate input from the relevant Director and any other relevant stakeholders, as determined by the Chair.

#### 17. Document History

Date	Version	Responsible Officer	Changes
	1	Coordinator Recreation and Facilities	New Terms of Reference

**DI&P52/25. Minutes - Local Traffic Committee - 28/08/2025 FILE:** 25/00195

Author: Executive Assistant - Directors

#### **Executive Summary**

The Local Traffic Committee held its ordinary meeting on 28 August 2025. The minutes of the meeting are shown as **Attachment 1** for Council's consideration.

#### **RECOMMENDED** that Council

- 1. Note the minutes of the Local Traffic Committee Meeting held on 28 August 2025.
- 2. Adopt the following recommendations made by the Local Traffic Committee:

### 5.1 Item 1 - No Stopping Restrictions - Boundary Street and New England Highway

That Council approves the installation of a regulatory 'NO STOPPING' sign at the intersection of Boundary Street and the New England Highway, in accordance Australian Road Rule 2018- Division 2, Part 12—Restrictions on Stopping and Parking, Clause 169 'No Stopping'.

#### 5.2 Item 2 - John Street - Relocation of NO STOPPING sign near ALDI Car Park

That Council approves the relocation of the existing NO STOPPING sign on the northern side of the ALDI car park access northwards from its current location by 6m as per drawing 'MK25-002- John Street – Relocation of NO STOPPING sign'

#### 5.3 Item 3 - Falkiner Crescent and Geary Avenue - U-turns

That Council approves the installation of a GIVE WAY sign and associated line marking at the intersection at Falkiner Crescent and Geary Avenue as shown on drawing 'MK25-004-Falkiner Cres and Geary Avenue - Give way Sign and Line Mark'

#### 5.4 Item 4 - Roughit Lane - Centreline Line Marking

That Council approves the installation of centreline line marking on Roughit Lane as per drawing 'MK25-005-Centre Line - Installation of New Centre Line'.

#### 5.5 Item 5 - Event - Singleton Show 2025 - Temporary Traffic Management

That Council endorses the Traffic Management Plan (TMP) for the Singleton Show 2025 and approves the implementation of the temporary parking signs required to run this event in accordance drawing "PS25-054 – Singleton Show – Temporary Parking Signs".

#### 5.6 Item 6 - Carrowbrook Road (Lake St Clair) - Installation of signage

That Council approves the installation of the regulatory signage in the vicinity of Lake St Clair as per drawing 'MK25-006-St Clair - Carrowbrook Rd Safety - Giveway Sign' except for 'Keep Left Unless Overtaking' sign.

#### 5.7 Item 7 - Event - Broke Village Fair & Vintage Car Display 2025

That Council endorses the Traffic Management Plan (TMP) for the Broke Village Fair & Vintage Car Display 2025 and approves the implementation of the temporary traffic control measures required to run this event in accordance with the TMP with 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. 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 TGS that has been authorised by the relevant Roads Authority
- 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 (TGSs) must be undertaken by a person that holds current certification 'Implement Traffic Control Plans' (previously yellow card)
- 9. Any changes or modifications to the TGSs can only be made by a person that holds appropriate current certification 'Prepare a Work Zone Traffic Management Plan' (previously red card)

#### **Community Strategic Plan**

Strategy: 2 Our Places

Deliverable: 2.1 Our Places are sustainable, adaptablke and inclusive Action: 2.1.1 Provide facilities, infrastructure and land that are

accessible to the whole community

#### **Financial Implications**

#### 5.5 Item 5 - Event - Singleton Show 2025 - Temporary Traffic Management

The estimated cost to Council to install and remove the signs are estimated to be \$1,000 the costs associated with this would come from the TfNSW Traffic Facilities Budget.

#### **Risk Implications**

### 5.1 Item 1 - No Stopping Restrictions - Boundary Street and New England Highway

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a safety risk to the road users by the narrowing of the road and Insufficient sight distance and limitation of space of the queueing vehicle.	Medium	Installation of NO STOPPING sign	Low	Yes
There is a Reputational risk to Council by not acting on a highlighted issue	Medium	Installation of NO STOPPING sign	Low	Yes

#### 5.2 Item 2 - John Street - Relocation of NO STOPPING sign near ALDI Car Park

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a safety risk as parked vehicles near the ALDI car park access are obstructing sightlines for drivers exiting the site.	Medium	Relocation and Installation of NO STOPPING signs	Low	Yes
There is a reputational risk to Council by not acting on highlighted issue	Medium	Relocation and Installation of NO STOPPING signs.	Low	Yes

#### 5.3 Item 3 - Falkiner Crescent and Geary Avenue - U-turns

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a safety risk caused by drivers undertaking U-turns at the intersection.	Medium	Installation of GIVE WAY sign and associated line marking.	Low	Yes
There is a reputational risk to Council by not acting on a highlighted issue.	Medium	Installation of GIVE WAY sign and associated line marking.	Low	Yes

#### 5.4 Item 4 - Roughit Lane - Centreline Line Marking

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a safety risk to drivers by the absence of a centreline along Roughit Lane which may lead to road safety risks including an increased risk of head on crashes, confusion for road users and overtaking risks.	Medium	Install new centreline line marking	Low	Yes
There is a reputational risk to Council by not acting on a highlighted issue	Medium	Install new centreline line marking	Low	Yes

Infrastructure & Planning Report (Items Requiring Decision) - DI&P52/25

#### 5.5 Item 5 - Event - Singleton Show 2025 - Temporary Traffic Management

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk of disruption to traffic and transport systems and disruption to the non-event community by not adequately managing traffic associated with the event.	Medium	Endorsement of the TMP and the implementation of the Traffic Guidance Scheme (TGS).	Low	Yes
There is a risk to the safety of road users by not adequately managing traffic associated with the event.	Medium	Endorsement of the TMP and the implementation of the TGS.	Low	Yes
There is a reputational risk to Council by not ensuring that traffic associated with the event is managed adequately.	Medium	Endorsement of the TMP.	Low	Yes

Infrastructure & Planning Report (Items Requiring Decision) - DI&P52/25

#### 5.6 Item 6 - Carrowbrook Road (Lake St Clair) - Installation of signage

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a safety risk to drivers due to the absence of appropriate regulatory and warning signage which may lead to road safety risks including an increased likelihood of crashes, confusion for road users and loss of control.	Medium	Installation of nominated signage.	Low	Yes
There is a reputational risk to Council by not acting on highlighted issue.	Medium	Installation of nominated signage.	Low	Yes

#### 5.7 Item 7 - Event - Broke Village Fair & Vintage Car Display 2025

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk of disruption to traffic and transport systems and disruption to the non-event community by not adequately managing traffic associated with the event.	Medium	Endorsement of the TMP and the implementation of the TGS.	Low	Yes
There is a risk to the safety of road users by not adequately managing traffic associated with the event.	Medium	Endorsement of the TMP and the implementation of the TGS.	Low	Yes

### Infrastructure & Planning Report (Items Requiring Decision) - DI&P52/25

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a reputational risk to Council by not ensuring that traffic associated with the event is managed adequately.	Medium	Endorsement of the TMP.	Low	Yes

#### **Attachments**

AT-1 Minutes - Local Traffic Committee - 28 August 2025



Present	Cr Sue George – Deputy Mayor, Singleton Council (Chair) (Cr SG) Angela McGrath – TfNSW (AM)
In Attendance	Katie Hardy – Acting Director Infrastructure and Planning Services, Singleton Council (KH) Anna Burnheim – Acting Manager Infrastructure Services, Singleton Council (AB) Sam Masoomi – Coordinator Engineering Services, Singleton Council (SMa) Paul Smith – Executive Liaison Officer, Singleton Council – (PS) Mugisha George-Kasongo – Traffic Engineer, Singleton Council (MGK) Melissa Cope – Minute Taker, Singleton Council
Meeting Location	Committee Room

#### 1 Welcome and Apologies

- Welcome
- Acknowledgement of Country by Chair
- Apologies
  - o Cr Sue Moore Mayor
  - Kevin Morris TfNSW (KM)
  - o Senior Constable Michael Sheehan NSW Police (MS)

#### 2 Disclosure of Interests

• Nil

#### 3 Confirmation of Minutes

 The minutes of the Local Traffic Committee meeting, held on Thursday 22 May 2025, were confirmed.

Moved Cr SG Seconded

#### 4 Matters arising from the Minutes

Nil

#### 5 Agenda Items

## 5.1 Item 1 - No Stopping Restrictions - Boundary Street and New England Highway FILE:25/00195

 Cr SG raised a question asking if we can move the NO STOPPING signs further towards Queen Street on both sides of Boundary Street. MGK advised we are able to move the signs and can investigate but Council would need to consult with the affected residents. Committee agreed to

Page 1



leave the signs as first planned and will investigate extending the NO STOPPING zone further.

#### Recommendation:

That the Local Traffic Committee recommends that Council approves the installation of a regulatory 'NO STOPPING' sign at the intersection of Boundary Street and the New England Highway, in accordance with Australian Road Rule 2018- Division 2, Part 12—Restrictions on Stopping and Parking, Clause 169 'No Stopping'.

**Unanimous Support** 

## 5.2 Item 2 - John Street - Relocation of NO STOPPING sign near ALDI Car Park

FILE:25/00195

No additional comments

#### Recommendation:

That the Local Traffic Committee recommends that Council approves the relocation of the existing NO STOPPING sign on the northern side of the ALDI car park access northwards from its current location by 6m as per drawing 'MK25-002- John Street – Relocation of NO STOPPING sign'

**Unanimous Support** 

#### 5.3 Item 3 - Falkiner Crescent and Geary Avenue - U-turnsFILE:25/00195

· No additional comments

#### **Recommendation:**

That the Local Traffic Committee recommends that Council approves the installation of a GIVE WAY sign and associated line marking at the intersection at Falkiner Crescent and Geary Avenue as shown on drawing 'MK25-004-Falkiner Cres and Geary Avenue - Give way Sign and Line Mark'.

**Unanimous Support** 

#### 5.4 Item 4 - Roughit Lane - Centreline Line Marking FILE:25/00195

· No additional comments

#### Recommendation:

Page 2



That the Local Traffic Committee recommends that Council approves the installation of centreline line marking on Roughit Lane as per drawing 'MK25-005-Centre Line - Installation of New Centre Line'.

**Unanimous Support** 

## 5.5 Item 5 - Event - Singleton Show 2025 - Temporary Traffic Management

FILE:25/00195

 AM asked if the event details and TMP had been sent to the Regional Special Events team. This team will review the details and can provide advice if necessary. They may also be able to support the event though Comms and the Live Traffic App. The email address is regional.special.events@transport.nsw.gov.au.

#### Recommendation:

That the Local Traffic Committee recommends that Council endorses the Traffic Management Plan (TMP) for the Singleton Show 2025 and approves the implementation of the temporary parking signs required to run this event in accordance drawing "PS25-054 – Singleton Show – Temporary Parking Signs'.

**Unanimous Support** 

## 5.6 Item 6 - Carrowbrook Road (Lake St Clair) - Installation of signage

FILE:25/00195

Comments from NSW Police - MS received via email:

- Item partially supported by NSWPF.
- Support the proposed Give Way signs and line markings.
- Do not support the installation of 'Keep Left Unless Overtaking' signs the
  placement of this sign would not be enforceable under the Road Rules 2014
  as non-compliance with this sign falls under Rule 130(2) which states: "A
  driver driving on a multi-lane road where a keep left unless overtaking
  sign applies to the length of road where the driver is driving must not
  drive in the right lane unless permitted to do so (motor vehicle)".
- Support the winding road signage.

#### Recommendation:

The Local Traffic Committee recommends that Council approves the installation of the regulatory signage in the vicinity of Lake St Clair as per drawing 'MK25-006-St Clair - Carrowbrook Rd Safety – Give way Sign' except for 'Keep Left Unless Overtaking' sign.

Page 3

Attachment 1

MINUTES LOCAL TRAFFIC COMMITTEE 9:30AM THURSDAY 28 AUGUST 2025



**Unanimous Support** 

## 5.7 Item 7 - Event - Broke Village Fair & Vintage Car Display 2025

FILE:25/00195

AM asked for details to be set to the Regional Special Events team.

#### Recommendation:

Local Traffic Committee recommends that Council endorses the Traffic Management Plan (TMP) for the Broke Village Fair & Vintage Car Display 2025 and approves the implementation of the temporary traffic control measures required to run this event in accordance with the TMP with the following conditions:

- 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. 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 TGS that has been authorised by the relevant Roads Authority
- 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 (TGSs) must be undertaken

Page 4



by a person that holds current

certification - 'Implement Traffic Control Plans' (previously yellow card)

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

**Unanimous Support** 

### 5.8 Informal Agenda Item 1 - Speed Zone Referrals to TfNSW

FILE:25/00195

Outstanding speed zone reviews requested by Council:

 No further updates – AM will ask KM to review and provide updates on each item.

Location	Request
Retreat Road	Request for reduction from 70km/h to 50km/h.
	Chloe Maher - chloe maher@hotmail.com
	Sent to TfNSW on 13/5/2020
Glendonbrook Road	80km/h sign on the western side of Beckers
	Bridge be moved further west to be adjacent to
	Blind Creek Road, and the speed limit at the
	existing 80km/h speed zone be 60km/h and that
	the 60km/h speed zone should extend to approximately 675 Glendonbrook Road.
	80km/h speed zone though the Glendon Brook
	settlement between 830 and 914 Glendonbrook
	Road be reduced to 60km/h, followed by an
	80km/h speed zone through to Boyce's Bridge.
	Requested by Glendon Brook Community Action
	Group
	Sent to TfNSW on 17/6/2022
Long Gully Road	Reduce Long Gully Road from 100km/h to
	70km/h.
	Requested by developer – Peter Smith
	peter.smith@astrotech.eco Mob: 0407 046896
W. I. I. B. I.	Sent to TfNSW on 10/5/2022
Welshs Road	Reduce 100km/h rural default limit to 80km/h
	Requested by Members Representative Ruth
	Rogers on behalf of Milbrodale Mountain Classic organisers.
	Sent to TfNSW on 30/01/2025
Pioneer Road	Extend 50km/h zone from boundary of 157
I londer Road	Pioneer Road, to beyond the entrance of the
	Mountain Bike Park.
	Requested by Mayor Sue Moore on behalf of
	Singleton Mountain Bike Club.

Page 5



	Sent to TfNSW on 12/02/2025	
Broke Road	The existing 60km/h speed limit in place on Broke Road be extended from where it currently	
	terminates (approximately 60m north of Blaxlan Street) northwards for a distance of approximate 210m. The speed limit along this section of Brok Road is currently 100km/h.	
	The existing 100mk/h speed limit on Broke Road, from the end of the new 60km/h speed limit outlined above, northwards for a distance of approximately 2.5km be reduced to 80km/h.	
	Requested by Broke Residents Community Association Sent to TfNSW on 28/02/2025	

Noted

### 5.9 Informal Agenda Item 2 - Police Enforcement Requests

FILE:25/00195

Police enforcement requested by Council since the last meeting of the Local Traffic Committee:

· Additional request added by Cr SG

Complaint	Location
Speeding in front of daycare centre on	Cnr Andrew and Sophia Streets
Sophia Street and the road has multiple	
potholes – The potholes have been	
repaired.	

Noted

# 5.10 Informal Agenda Item 3 - Speed Zone changes proposed during the public exhibition and consultation period of the Singleton Traffic and Transportation Strategy

FILE:25/00195

- AM suggested to add the speed zone change requests to the speed management portal as suggestions, if repeat complaints are received TfNSW will have a log. If consistent complaints, a record has been maintained for further investigations to occur. Adding the requests to the Speed Management Portal will maintain a consistent history of sites for future information
- The list will be referred to KM for adding to the portal. KM can assess the requests and potentially more investigation can occur and addition to the

Page 6



speed list if warranted.

**Noted** 

## 5.11 Informal Agenda Item 4 - Extraordinary Meeting (3 June) - Event - Singleton Triathlon 2025/2026 - Temporary Traffic Management

FILE:25/00195

Local Traffic Committee held an extraordinary meeting on 3 June 2025 with regards to the temporary traffic management for the Singleton Triathlon 2025/2026.

Positive responses were received from all voting LTC members.

Due to the first event being before the next available Council meeting the mayor was asked to make a decision on behalf of Council.

Section 226 of the Local Government Act (NSW), 1993 states that one of the roles of the Mayor is to exercise, in the cases of necessity, the policy-making function of the governing body of the council between meetings of the council.

The following recommendation was approved by the Mayor on behalf of Council on 24 June 2025.

The mayoral approval is attached as AT-1.

The meeting minutes are attached as AT-2.

#### Recommendation:

Local Traffic Committee recommends that Council endorses the Traffic Management Plan for the following events to be conducted by the Singleton Triathlon Club on:

- Sunday, 6 July 2025
- Sunday, 3 August 2025
- Sunday, 17 or 14 September 2025
- Sunday, 5 or 12 October 2025
- Sunday, 2. or 9 November 2025
- Sunday, 7 or 14 December 2025
- Sunday, 4 or 11 January 2026
- Sunday, 1 or 8 February 2026
- Sunday, 1 or 8 March 2026
- Sunday, 5 or 12 April 2026
- Sunday, 3 or 10 May 2026
- Sunday, 7 June 2026

and approves the events in accordance with this plan under Section 144 of the *Roads Act*, 1993 and the following conditions:

1. This approval is subject to Singleton Triathlon obtaining written approval by the

Page 7



NSW Police Force pursuant to Section 115 of the *Road Transport Act, 2013*. **If Police approval is not granted, the event must not proceed.** 

- 2. All race participants must follow the rules of the road unless special traffic control is provided.
- Riders must not cross the road centreline. Sanctions must be imposed on any rider found in breach.
- 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:
  - 1. be properly inducted by the Event Organiser
  - 2. receive training for their specific work site
  - 3. be aware of their responsibilities in emergencies
  - 4. be provided with proper personal protective equipment.
- 6. The Event Organiser is responsible for timely and full implementation of traffic control measures in line with the approved TGSs.
- 7. Marshals or any event personnel must not stop, hold, or direct traffic on public roads unless they hold current traffic control accreditation.
- 8. Any traffic controllers engaged must hold current 'Traffic Controller' certification.
- Traffic controllers may only operate under a TGS authorised by the relevant Roads
   Authority under the Roads Regulation 2018.
- 10. Traffic controllers must display their accreditation when on duty.
- 11. Traffic controllers must be relieved after two hours and rested or assigned alternate duties for at least 15 minutes before resuming control duties.
- 12. The implementation of any TGS must be carried out by a person holding current 'Implement Traffic Control Plans' certification.
- 13. Any changes or modifications to the approved TGS must be made only by a person with current 'Prepare a Work Zone Traffic Management Plan' certification.

Noted



## 5.12 Informal Agenda Item 5 - Authorisation and Delegation – Prescribed Traffic Control Devices and Regulation of Traffic in effect as of 1 August 2025 FILE:25/00195

- The committee will cease to be Local Traffic Committee (LTC) and be known as Local Transport Forum (LTF).
- Cr SG suggested to create ToR and procedures for LTF and have them endorsed at the next meeting.
- LTF will continue to meet quarterly
- · Council will need to decide how to use LTF
- ToR to outline what matters can be delegated and what matters need to be addressed through LTF. Basic requests – stop signs, give way signs, everyday traffic requests can be delegated to Council. Traffic calming, pedestrian requests, annual events – LTF
- Council will continue to consult with residents for general requests, if noncompliance or residents do not agree, then refer to LTF
- Annual events first two events to be referred to LTF, if no changes or issues the following events can be approved by Council delegations
- AM advised if anything comes up between quarterly meetings, an informal discussion for advice with TfNSW can occur
- Extraordinary or online meetings can be scheduled if required.

Noted

#### 6 Other Business

Nil

#### 7 Action List

Pulse/Action No	Meeting Date	Action	Responsible Officer	Due Date
		Create ToR for Local Transport Forum for endorsement by committee then Council	Sam Masoomi	23/10/2025

#### 8 Next Meeting

• Thursday 23 October 2025 at 9:30am in the Council Chambers.

The meeting closed at 9:53am.

Cr Sue George, Deputy Mayor Chair

Page 9

**FILE:** 25/00284

Infrastructure & Planning Report (Items Requiring Decision) - DI&P58/25

DI&P58/25. Medical Waste Exemption

Author: FOGO Officer

#### **Executive Summary**

The purpose of this report is to seek Council endorsement for the implementation of a medical waste exemption, designed to support vulnerable community members by waiving any additional fees associated with required service level increase from the standard Domestic Waste Management (DWM) service provision for medical circumstances.

**RECOMMENDED** that Council endorse the implementation of a medical waste exemption and waive any additional fees associated with required service level increase from the standard Domestic Waste Management service for verified medical circumstances.

#### Report

The proposed medical waste exemption aims to support vulnerable community members who have an ongoing medical condition, which generates unavoidable medical waste that cannot be efficiently managed through a standard DWM service.

It is proposed that Council waive additional fees associated with a required service level increase from the standard DWM service provision for medical circumstances. Including, but not limited to, the fee to:

- Increase from a fortnightly to a weekly domestic waste servicing (urban) (currently \$185.00 per annum)
- Add an additional weekly domestic waste servicing (urban) (currently \$325.00 per annum)
- Add an additional fortnightly domestic waste servicing (rural) (currently \$200.00 per annum)
- Upsize to a 360L recycling bin (urban/rural) (currently \$75.00 per annum)

Medical waste exemptions would be subject to an application process and must be supported by medical certification, at a minimum, detailing:

- Patient's name and residential address;
- Doctor's name and medical practice (signed and dated on practice letterhead);
- General status of the condition i.e. temporary/permanent;
- Description of waste type(s) generated; and
- Quantity of medical waste generated.

These applications will be assessed and processed by Council's Waste and Circular Economy Department on a case-by-case basis. Confirmation of continuing need for the medical waste exemption will be required on an annual basis.

Infrastructure & Planning Report (Items Requiring Decision) - DI&P58/25

#### **Community Strategic Plan**

Strategy: 1 Our Community

Deliverable: 1.2 Our Community is safe, healthy and educated

Action: 1.2.1 Promote, facilitate and provide services for public health,

healthy living and lifestyles

Strategy: 5 Our Leadership

Deliverable: 5.1 Our Council is customer focused and collabrative

Action: 5.1.1 Council's service delivery is alligned with our Community's

needs and delivered the best way possible

#### **Council Policy/Legislation**

Section 496 of the Local Government Act, 1993 determines that a council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available.

Section 601E of the Local Government Act, 1993 enables a council to waive payment of, or reduce, a fee in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.

#### **Financial Implications**

Financial implications for Council will vary dependant on community needs. It is expected that for each medical exemption granted an additional \$0.02 would be added to each customer's domestic waste charge.

Consultation with our neighbouring councils who have a medical exemption process in place indicates that they all have only had a small number of applications under this exemption. Therefore, it would be expected that council will only see small number of exemptions granted based on the proposed eligibility criteria, which would result in an increase in the standard domestic waste service charge of less than a dollar for all residents.

#### Consultation

Council officers have consulted with neighbouring councils to determine which councils offer a medical waste exemption. The proposed medical waste exemption aligns with the neighbouring councils including Maitland, Cessnock City and Lake Macquarie Council's.

A briefing was provided to Councillors on 9 September 2025.

Infrastructure & Planning Report (Items Requiring Decision) - DI&P58/25

#### Sustainability

Implementation of a medical waste exemption fosters equity in local domestic waste management services and provides opportunities for community education and engagement regarding responsible waste management practices.

The implementation of the medical waste exemption will also provide assistance for vulnerable community members experiencing medical hardship, which will likely be accompanied with financial hardship through the waiver of additional costs associated with increased levels of waste collection.

#### **Risk Implications**

Risk	Risk Ranking	Proposed Treatments	Proposed Risk Ranking	Within Existing Resources?
There is a risk of reputational damage if Council does not offer support for vulnerable residents that other surrounding councils are offering.	High	Adopt the proposed recommendation	Low	Yes
There is a financial risk to Council of decreased revenue through the provision of fee waivers for medical exemption	Low	It is anticipated that the take up will be minimal with lost revenue absorbed into the waste budget.	Low	Yes

#### **Options**

The following options are available to Council:

- Endorse the implementation of a medical waste exemption and waive any additional fees associated with required service level increase from the standard Domestic Waste Management service for verified medical circumstances.
- 2. Do not endorse the implementation of a medical waste exemption and continue to levy fully fees for services in addition to the Domestic Waste Management service regardless of medical circumstances.

Option one is recommended.

Infrastructure & Planning Report (Items Requiring Decision) - DI&P58/25

#### **Conclusions**

The implementation of the proposed medical waste exemption aims to support vulnerable community members with ongoing medical conditions the unavoidable increased domestic waste services they require.

Such an exemption aligns with neighbouring councils and fits within legislative requirements of Council with regards to DWM service provision and associated levies.

Exemptions will be assessed and granted on a case-by-case basis, supported by clearly defined medical certification criteria as outlined in this report and confirmed on an annual basis.

#### **Attachments**

There are no attachments for this report.

General Manager's Report (Items for Information) - GM53/25

GM53/25. Minutes - Audit Risk and Improvement Committee - 20 August 2025

**FILE:** 25/00177/003

**Author:** Governance Officer

#### **Executive Summary**

The Audit Risk and Improvement Committee held its ordinary meeting on 20 August 2025. The minutes of the meeting are shown as **Attachment 1** for Council's information.

#### FOR INFORMATION

#### **Attachments**

AT-1 Minutes of ARIC - 20 August 2025



Present	Paul Quealey (Chair) (PQ) Meredith Caelli - Independent (MerC) (virtual) Tony Harb - Independent (TH) (virtual) Cr Godfrey G Adamthwaite (GA) (virtual)
In Attendance	Justin Fitzpatrick-Barr - General Manager, Singleton Council (JFB) Melinda Curtis - Executive Director, Singleton Council (MelC) Dwight Graham - Director Corporate & Community Services, Singleton Council (DG) Kelly McGowan - Chief Financial Officer, Singleton Council (KMc) Deb McDonald - Manager Integrated Risk, Singleton Council (DMc) Mark Wiblen - Manager Corporate Services, Singleton Council (MW) Luke Malone - External Auditor (LM) (virtual) Judy Malpas (O'Connor Marsden & Associates) - Internal Auditor (JM) Erika Wagstaff – Governance Lead, Singleton Council (Minutes)
Meeting Location	Committee Room

#### 1 Welcome and Apologies

- Welcome
- · Acknowledgement of Country by Chair
- Apologies Cassie Malone External Audit
- Request to record the meeting

#### 2 Disclosure of Interests

• Nil

#### 3 Confirmation of Minutes

 MOVED Ms Caelli SECONDED Mr Harb The minutes of the Audit Risk and Improvement Committee meeting held on Wednesday 21 May 2025, were confirmed.

#### 4 Matters arising from the Minutes

• NIL matters arising from the minutes.

#### 5 Agenda Items

#### 5.7 Interim Management Letter 2024/2025

FILE:24/00272

The committee was provided the Interim Audit Management Letter 2024/2025.

Page 1



The committee discussed the report and clarified the following:

- Deadline for the valuations
- WIP balance
- · Impact of the Natural disasters on the assessment

#### MOVED Ms Caelli SECONDED Mr Harb

That the Audit Risk and Improvement Committee receive and note the Interim Audit Management Letter 2024/2025.

#### 5.8 Draft 2024/2025 Financial Statements

FILE:24/00272

The Committee was advised that the 2024/2025 Draft Financial Statements will be distributed under separate cover prior to the meeting.

## **1.1 Draft 2024/2025 Annual Financial Statements** FILE:24/00272 The purpose of this report is to present the 2024/2025 Draft Annual Financial Statements to the committee for endorsement.

The committee discussed the report and clarified the following:

- Income variation
- Grant works completed and yet to be claimed.
- Increase in borrowings in this period.
- Increase in specific income as a result of a reporting correction, previously reported as Materials and Contracts now reported as income
- Variation in unspent funds 30 June 2024 to 1 July 2025 due to reallocation

ACTION: Report back to Committee note C1-4 other debtors \$2.1M – what debtor/s included in this?

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk & Improvement Committee endorse the referral of the 2024/2025 Draft Annual Financial Statements for audit.

Mr Luke Malone left the meeting, the time being 02:24 PM

#### 5.1 Attestation in Annual Report

FILE:25/00177/003

The draft attestation was provided to the Committee for comment ahead of being included in Council's Annual Report 2025.

The committee discussed the report and clarified the following:

Ms Meredith Caelli left the meeting, the time being 02:26 PM

Ms Meredith Caelli returned to the meeting, the time being 02:29 PM

• Is this required as the information is already provided in the Chair's Annual

Page 2



Report? Currently have a very good framework and it is reported to Council through the minutes

- Declaration of non-compliance is unfairly harsh as the items cannot be completed until a full term of Council has concluded. This is under Office of Local Government advice despite other Council's not adopting the same approach.
- There is improvement available in the Strategic Audit plan including input from the ARIC about what information is desired.

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk & Improvement Committee consider the draft attestation and provide comment.

## 5.2 Statewide Mutual Continuous Improvement Pathway Program Report FILE:25/00177/003

The Committee was provided a report detailing Council's performance in the 2024 Statewide Mutual Continuous Improvement Pathway (CIP) Program which covered the following elements:

- Footpaths
- Swimming Pools
- Enterprise Risk Management

The committee discussed the report and clarified the following:

- Singleton is doing well compared to state average, well done!
- Footpaths appears to have gone backwardsin the strategy line as a result of out of date policies and recent asset management plans
- Pools scored low for resourcing as it is not resourced by Council which distorts the results
- Actions from this are entered into Pulse, are mostly progressing and included in the Pulse action report for ARIC.

#### MOVED Ms Caelli SECONDED Mr Harb

That the Audit Risk & Improvement Committee notes the report on Council's performance in the Statewide Mutual Continuous Improvement Pathway Program.

## 5.3 ARIC Pulse Action Status Report - May 2025 to July 2025 FILE:25/00177/003

The Audit Risk and Improvement Committee were updated on the progress of actions recorded in Pulse for the following areas:

Page 3



- · Audit Office Management Letter
- Internal Audit Actions
- Fraud and Corruption Prevention Plan
- Corporate Compliance Calendar Actions

The committee discussed the report and clarified the following:

- Review of the Code of Conduct and Procedure for the Administration of the Code of Conduct are on hold awaiting Office of Local Government release of the new model policies.
- Develop and implement system to record and manage WHS nonconformance
- Inclusion of a risk rating on Internal Audit actions to identify priorities

ACTION: Incorporate a risk ranking for the Internal Audit and External Audit actions.

#### MOVED Ms Caelli SECONDED Mr Harb

That the Audit Risk and Improvement Committee note the status of Pulse actions for May 2025 to July 2025 and authorise changing the due date for several items as detailed in the report, with the addition of AUD22/03 extension to 30 September 2025.

### 5.4 Annual Risk Management Report - Corporate Services

FILE:25/00177

The Annual Risk Management Report for 2024 for the Corporate Services business unit was provided and discussed at the meeting.

The committee discussed the report and clarified the following:

• Update on action items completed to date, 5 remain outside risk appetite

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk and Improvement Committee receive and note the Annual Risk Management Report – Corporate Services

## 5.5 Internal Audit Report - Customer Request Management (CRM) Compliance

FILE:25/00177/003

The final internal audit report for the Customer Request Management (CRM) compliance function was provided for the information of the Committee.

The committee discussed the report and clarified the following:

- Value obtained from the report
- Reporting to ELT is now in a different format

Action: Report from Customer Service and CRM team to describe the value obtained from the audit.

Page 4



Action: Review effectiveness of CRM reporting to ELT

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk and Improvement Committee receive and note the final internal audit report for the Customer Request Management (CRM) compliance function.

#### 5.6 Business Continuity Plan Test Exercise FILE:25/00177/003

The Audit, Risk and Improvement Committee was provided with the report on the business continuity plan test exercise held on 6 February 2025.

The committee discussed the report and clarified the test exercise included all areas as well as ICT, and action items are tracked in Pulse

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk & Improvement Committee receive and note the report from Marsh Pty Ltd on the business continuity plan test exercise held on 6 February 2025.

#### 5.9 Overdue Policies

FILE:25/00177/003

The committee was provided with a report of Overdue Policies.

The committee discussed the report.

There were no questions from the Committee

ACTION: report back to the next ARIC regarding the Footpath Trading Policy to clarify responsibility and new proposed completion date.

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk & Improvement Committee receive and note the report on Overdue Policies.

#### 5.10 Complaints Handling Policy Update

FILE:25/00177/003

The committee was provided an update on the draft Complaints Handling Policy.

The committee discussed the report and clarified the following:

- The Ombudsman's review of Complaints guidelines
- Incorporation of feedback received from internal stakeholders

#### MOVED Ms Caelli SECONDED Mr Harb

That the Audit Risk & Improvement Committee receive and note the update on the draft Complaints Handling Policy and that a detailed report will be provided to the committee at the next meeting.

Page 5



## 5.11 Gifts & Benefits Report - 1 January 2025 to 30 June 2025 FILE:25/00177/003

In accordance with Council's Gifts & Benefits Policy, the committee was provided with the six-monthly report on gifts and benefits for the period 1 January 2025 to 30 June 2025.

The committee discussed the report.

There were no questions from the Committee:

#### MOVED Ms Caelli SECONDED Mr Harb

That the Audit Risk & Improvement Committee receive and note the report on gifts and benefits for the period 1 January 2025 to 30 June 2025.

## 5.12 Endorsement of Internal Audit Plan 2025 - 2029 outside of a regular meeting FILE:25/00177/003

The Committee (ARIC) endorsed the Internal Audit Plan 2025 – 2029 by email sent on 26 May 2025, outside of a regular ARIC meeting.

The committee discussed the report and clarified the following:

• Fraud and corruption are specifically considered during each of the audits.

ACTION: Provide list of service reviews scheduled for the current Delivery Program.

#### MOVED Mr Harb SECONDED Ms Caelli

That the Audit Risk & Improvement Committee note the receipt and endorsement of the Internal Audit Plan 2025-2029 on 26 May 2025.

#### 6 Other Business

• NIL

#### 7 Action List

Pulse/Action No	Meeting Date	Action	Responsible Officer	Due Date
ARIC25-20	21/8/25	Report back to Committee note C1-4 other debtors \$2.1M – what debtor/s included in this	Chief Financial Officer	19 November 2025
ARIC25-21	21/8/25	Report from Customer Service and CRM team to describe the value obtained from the audit.	Manager Corporate Services	19 November 2025
ARIC25-22	21/8/25	report regarding the Footpath Trading Policy to clarify responsibility and	Executive Director	19 November 2025

Page 6



		new proposed completion date.		
ARIC25-23	21/8/25	Provide list of service reviews scheduled for the	Executive Director	19 November
		current Delivery Program.		2025

#### 8 Next Meeting

 Wednesday 19 November 2025, at 2pm in the Singleton Council Administration building.

The meeting closed at 3:43pm.

Minutes approved by email 27 August 2025 CM reference 25/64549

[insert signature]
Paul Quealey Chair
Chair

**FILE:** 17/00618

General Manager's Report (Items for Information) - GM55/25

GM55/25. Arts Upper Hunter

**Author:** Executive Assistant

#### **Executive Summary**

Attached for Councillors information is the following:

- 1. Minutes Arts Upper Hunter Board Meeting held on 27 March 2025 (shown as **Attachment 1**)
- 2. Letter to the General Manager providing an update on Arts Upper Hunter (shown as **Attachment 2**)
- 3. Arts Upper Hunter Constitution Adopted 16 July 2025 (shown as **Attachment 3**)

#### FOR INFORMATION

#### **Attachments**

- **AT-1** Minutes Arts Upper Hunter Board Meeting 27 March 2025
- AT-2 August 2025 Letter to the General Manager providing an update on Arts Upper Hunter
- AT-3 Arts Upper Hunter Constitution Adopted 16 July 2025



To provide, support and promote arts and cultural opportunities for all people in the Upper Hunter.

Arts Upper Hunter Board General Meeting
Thursday 27 March 2025
Upper Hunter Shire Council Admin Building
Liverpool St, Scone (and via Zoom).

#### Commenced: 2.12pm

- 1. Welcome/Acknowledgment of Country
- Present: Jacqui Bakewell (Chair), Cr Dan Thompson (Vice Chair and Singleton Council), Cr Peter McGill (Upper Hunter Shire Council), Cr Louise Dunn (Muswellbrook Shire Council), Kim Lundy, Martha Moderitz (Treasurer).
- 3. Apologies: Annie Rodgers, Ivan Skaines and Rosslyn Thompson
- 4. Not present: Alexandria Carruthers.

Moved: Seconded:

- 5. Also in attendance: John O'Brien and Sandra Reichel
- Call for conflicts of interest: Peter McGill advised he is a member of the Murrurundi Arts & Crafts Council.
- 7. Confirmation of minutes from previous meeting 20 November 2024

Lundy / McGill Carried

- 8. Business arising from the minutes of 20 November 2024
  - 8.1 Council Elections as they affect the board.
    - 8.1.1 Muswellbrook Shire Council delegate. MSC advised on the 26 November 2024 that Cr Louise Dunn is their new delegate.
    - 8.1.2 Thank you letters to outgoing Board members. Jacqui advised she will send the letters next week.
  - 8.2 Create NSW AUH 4-year application submitted on 1 December 2025. Outcome late March or early April.

John advised still no word, said there are 3 options:

- AUH is successful for the amount applied for.
- AUH is approved for a lower amount, which we will accept.
- AUH application is refused, in which case we will apply for 2 year funding, applications close early May.

Minutes for Board Meeting 27 March 2025. Page: 1 of 7

- 8.3 Auspicing Policy. Deferred.
- 8.4 Review of AUH Constitution. Jacqui to report.

#### 8.4.1 Review of clauses: Member 8.4 & 8.5

**AUH Constitution states:** 

"8.4 Co-opted members will be sought and appointed by the board and shall be appointed for a period of four years.

That current co-opted Board Members Ivan Skaines and Peter Carlin have their current term of three years extended by one year."

"8.5 All members are eligible for reappointment subsequent to one year of not being on the board. "

Board to discuss the above clauses.

2.20pm - Alexandria Carruthers joined the meeting.

Move that the following clause from 8.4 "That current co-opted Board Members Ivan Skaines and Peter Carlin have their current term of three years extended by one year" be removed.

Thompson / Lundy

Carried.

#### 8.4.2 <u>Local Government Areas to be advised of changes to the AUH Constitution.</u>

The Memorandum of Understanding with Muswellbrook Shire Council requires that all changes to the constitution must be forwarded to the MSC.

**AUH Constitution states:** 

"20. Constitution

General review of the Constitution shall take place at least every three (3) years and be made apparent. Alteration may be made by special resolution at any given time."

Move that the following be added to 20. Constitution, "That contributing Local Government Areas in our region be advised of changes to the AUH Constitution in addition to other legal entities such as but not limited to, the Australian Charity and Not for Profit Commission (ACNC) and the Dept of Fair Trading."

McGill / Lundy Carried

Minutes for Board Meeting 27 March 2025. Page: 2 of 7

#### 8.4.3 DGR Status & Philanthropy group. New clauses in constitution.

To qualify for Deductible Gift Recipient status, we must have an appropriate wind-up clause. It is also recommended that we set up a separate bank account for our Gift Fund. We should also consider setting up a Fundraising subcommittee.

#### 8.4.3.1 - Wind up clause

Move that the following be added at 22.5 of the AUH Constitution

"If the organisation is wound up or if the endorsement (if any) of the organisation as a deductible gift recipient is revoked, any surplus assets of the gift fund remaining after the payment of liabilities attributable to it, shall be transferred to a charity with a similar charitable purpose to which income tax-deductible gifts can be made."

McGill / Thompson

Carried

#### 8.4.3.2 - Objectives

Moved that the following objective be added at 6.6 in the AUH Constitution:

"To operate and maintain a gift fund to be known as 'The Arts Upper Hunter Gift Fund' in accordance with the requirements of the Income Tax Assessment Act 1997."

McGill / Thompson Carried

#### 8.4.3.3 - Gift fund rules

Moved that the following be added after 24. Fees & Subscriptions in the AUH Constitution:

- 25. Gift Fund Rules
- 25.1 The organisation shall maintain for the main purpose of the organisation a gift fund:
- 25.1.1 to be named 'The Arts Upper Hunter Gift Fund'
- 25.1.2 which must receive gifts of money or property solely for the purposes of the objectives of the organisation
- 25.1.3 which must have credited to it any money received by the organisation because of those gifts.

Minutes for Board Meeting 27 March 2025. Page: 3 of 7

25.2 The organisation shall use gifts made to the gift fund and any money received because of them only for the principal purpose of the organisation.

25.2.1 The Arts Upper Hunter Board shall resolve the specific uses of gifts at a Board meeting or a Fundraising Subcommittee or similar. Bank signatories shall be the same as for all AUH transactions.

25.3 Receipts issued for gifts to the gift fund must state: Arts Upper Hunter's full name, our Australian Business Number and the fact that the receipt is a gift.

McGill / Dunn Carried

Peter raised the issue of whether AUH can accept anonymous gifts. This was discussed.

Martha said once we receive the DGR status we will need to create procedures for accepting gifts and review/create IT security policy for the following:

- Details of donors
- Who has access to the information

#### 8.4.4 - Bank account for Gift Fund

Move that AUH open a sub-account for deductible gifts at the Regional Australia Bank through their Business Viewpoint. The signatories and conditions shall be the same as those for the general account.

Lundy / Dunn Carried

#### 8.4.5 Fundraising Committee

Move that AUH set up a subcommittee made up of at least two current Board members and up to three from the broader community, to be invited by the Board, to develop a Fundraising and Philanthropy strategy and lead the fundraising process, working closely with the Executive Director.

Moved that Kim Lundy, Jacqui Bakewell and Louise Dunn to be members of that subcommittee.

Dunn / McGill Carried

- 8.5 Memorandum of Understanding with Muswellbrook Shire Council. John advised that Muswellbrook Shire Council has been in touch. The MOU has been accepted and the payment is in the process of being paid.
- 8.6 Thank you letter to Kerri Cone for being CASP assessment panel member. John sent email.
- 8.7 Horizons Project event John spoke about a very successful End Of Program celebration.

Minutes for Board Meeting 27 March 2025. Page: 4 of 7

#### 9 Financial Report

9.1 Financial Report tabled

Thompson / Dunn Carried

- 10 ED report. Our very large program continues.
  - 10.1 LiddellWORKS: monumental bench on 28 April 2025 and board is invited to attend, NEXT // Studios, demolition, acquittal, next project (possibly Bayswater).
    - Danny advised Singleton Council had a meeting with AGL onsite and the feedback on the LiddellWORKS project was very positive.
  - 10.2 Creative Valleys marketing to two groups our ongoing strategy Destination Australia conference.
    - Kim Lundy asked if she could be sent a flyer on the ATDW.
  - 10.3 DGR & Philanthropy: if and when AUH is eligible for DGR: Fundraising Committee will meet, there'll be a Creative Australia training package. The inaugural National Giving Day For The Arts is in October.
  - 10.4 First Nations program talks in schools, relationship with LALC, Travelling Totems.
  - 10.5 Branding and website review. See separate report and 10.7 below.
  - 10.6 Local opportunities: This Here Then Now at Tocal, Muswellbrook Precinct opening, Murrurundi Festival, Dungog Country Biennale (month long festival), Museum of Rural Life, potential touring program.
    - Jacqui asked Peter if he knew the situation with the UHSC Event Co-ordinator and Tourism Manager. Peter advised Rachel Finlayson has gone on maternity leave and someone is in an acting position.
  - 10.7 AUH Branding. Website was launched in 2018 and is now in need of an update as aspects of the software are no longer being supported. This provides an opportunity to review the banding of AUH, name and logo.
    - 10.7.1 Board agreed to retain the name of Arts Upper Hunter.

10.7.2 - Logo

There was a lot of discussion about having a tag line to define the region we cover. Suggestion made to have something along the lines of "From Dungog to Merriwa, Murrurundi to Singleton".

Danny suggested leaving the issue of the logo with John to:

- To obtain quotes from 2 graphic designers
- To ask the successful candidate to provide 3 designs to be distributed to board members.

Minutes for Board Meeting 27 March 2025. Page: 5 of 7

Board members determine the successful design.

John asked board members to have a look at AUH's and other websites and let him know what they like and don't like.

Peter said he looked at the website and that it works well on the mobile phone.

Dunn / Thompson Carried.

#### 11 Dan Thompson's Report. Danny had to leave early so gave his report.

- Launch of 2 public art installations. Very well received. The designer provided a video of the creative process which will be linked to the sculpture by QR code.
- Singleton Amateur Theatrical Society production of "The Little Mermaid" which opens 6 June 2025 has sold 1,500 tickets already.
- John advised Singleton Arts & Cultural Centre. Unclear if council is going to replace Faye Neilson.
- Saretta Fielding, artist, doing the artwork to appear on the bypass.

#### 12 Chair's report.

Jaqui tabled her written report.

She welcomed Alexandria and Louise, our new board members to the meeting.

McGill / Lundy Carried

#### 13 Board Member Reports

- 13.1 Martha Moderitz reported
  - Seconded what Danny said about SATS. She attended their production of Tick Tock Boom and it was so fabulous.
  - She facilitated 2 art workshops for Seniors Week. Workshops held at the Community Centre and the other at the Singleton Library, both generously funded by CASP. Both well received.
- 13.2 Alexandria Carruthers reported:
  - Have Sculpture On the Farm and Dungog Country Biennale
  - She attended a meeting of the Dungog Arts Society last Friday night. They received some funding from council. They have their Dungog Archies opening soon.
  - 6 Villages Art Trail idea that has come out of the Community Builders program.
  - More Community Builders programs coming up.
  - Has been discussing more murals for Dungog.

#### 13.3 Louise Dunn reported

• Blue Heeler Film Festival coming up later in the year.

Minutes for Board Meeting 27 March 2025. Page: 6 of 7

• Plans to hold a "Vivid" in Denman

#### 13.4 Kim Lundy reported:

 Has finally received a reply from Cyprus Lakes regarding her proposal of creating an artist space in some unused buildings. Unfortunately, not successful.

#### 13.5 Peter McGill reported:

- is on the Environment and Community Services Committee on UHSC.
- Recent events: Cassilis Bike Race, Merriwa Rodeo and Scone Literary Festival.
- Major event coming up is the Scone Horse Festival.
- Sculpture for Commemoration of the Murulla Rail Disaster. Fran Wachtel is artist.
- A couple of Murrurundi artists have self-published: Ray Hynes on the history of Murrurundi and Mandy Archibald of her photographs.

#### 13.6 Jacqui Bakewell reported:

She resigned from UHSC to focus full time on her own writing. She has been setting
up her own business including website, business cards. And she has been attending
various training courses.

#### 13.7 John reported:

- He's looking into a film made in Murrurundi by Damien Leith. Sandra reminded board this project received a 2021 AUH Microgrant.
- John mentioned the launch of Todd Fuller's short animation film and artist talk (3 May) at the (2 to 4 May) Tocal Field Days, encouraging members to attend.
- John may be applying for a grant from Music NSW for his duo, The De Factos. He
  may have to declare a conflict of interest, given his position.

#### 14 General Business:

 Next Board meeting: Monday 16 June, 10.30 am. Dungog Jacqui gave her apology.

Closed: 4.18pm

Minutes for Board Meeting 27 March 2025. Page: 7 of 7



1 August 2025

Mr Justin Fitzpatrick-Barr General Manager, Singleton Council PO Box 314 Singleton 2330

Dear Mr Fitzpatrick-Barr:

Please find enclosed the ratified minutes of the Arts Upper Hunter (AUH) Board Meeting for March 2025. I am also including the **invoice for our fee for service for 2025-26**, which is the same as last year's but with a CPI increase, as per past practice.

Here's news of creative happenings since I last wrote on 9 May 2025, especially those that involve Singleton LGA.

- In partnership with Singleton Arts + Cultural Centre, we offered the 2025 NEXT //
  Studio digital creativity workshops for youth. It was led by Grace Barnes and a young
  musician Juniper Martin. There will be a showcase at SACC and online from the work,
  which was sold out! We hope to fund the program again next year. I can't wait to see
  the final showcase!
- I continue to be an observer on the Singleton Cultural Advisory Group I am very impressed with this group, one of the best in the region.
- We are in regular discussions with SACC to seek new opportunities for additional program, eg in music, digital art, First Nations material and Cultural Tourism.
- Singleton groups and events will be offered Tourism Marketing workshops through AUH as part of a statewide cultural tourism program – we are aiming for September and are working with Karen and Brendan on the program.
- We supported the Trunk Show from Singleton Quilters with a CASP grant and Danny from our Board attended the opening event.
- Singleton artist Stuart Berends has completed work on our *Travelling Totems* painting activity. (Project funded by Create NSW, Wanaruah LALC and Mach Energy).
- First Nations creative Kerri-Ann Taggart continues to be a star on the rise she has been selected to attend the prestigious Darwin Aboriginal Art Fair in early August as part of the Aboriginal Regional Arts Alliance's ARISE program.
- We attended Singleton NAIDOC Family Day to promote our Blak Arts Collective program – I was able to meet with some key local figures in association with our partners at Wanaruah LALC. NAIDOC was a lovely event as ever, and the weather was terrific!
- In June I attended Arts On Tours's Salon event in Sydney, with a view to assembling a program of thrilling small theatre tours for the region.

PO Box 114, Muswellbrook. NSW 2333 Ph 0409 382 509

www.artsupperhunter.com

## Attachment 2 August 2025 Letter to the General Manager providing an update on Arts Upper Hunter

- We have been promoting many of the district's creative events through our newsletter ArtSparks, our website, socials and other outlets.
- On 13 August we will be hosting a gathering of First Nations people from across the region at the Minimbah Teaching Place, to begin planning an On Country Youth Leadership event in April or May 2026.
- We attended the Regional & Remote Music Summit in Byron Bay also attending
  was Magpie from Dashville. I am in discussion with various parties to seek to revive a
  music touring circuit in our region.

As you may know, we were successful in our application for multi-year funding from Create NSW, but not to the extent that we had hoped. The Strat Plan we produced in consultation with groups across the region remains our blueprint – however, we will now need to seek further funding for some parts of the program.

I am also attaching our revised constitution. The main changes are that we have applied for Deductible Gift Recipient status and so have added in clauses relating to a gift fund. News of our application for DGR should come soon.

Our relationship to Singleton remains ever strong and not only in our connection with creatives: Kim Lundy, Danny Thompson and Martha Moderitz are all on our Board, for example and taking key roles.

We look forward to continuing this great relationship.

John O'Brien, Executive Director

PO Box 114, Muswellbrook. NSW 2333 Ph 0409 382 509

www.artsupperhunter.com



## Constitution

Adopted 16 July 2025

Arts Upper Hunter Constitution July 2025

#### **Table of Contents**

- 1. Preliminary
- 2. Definitions
- 3. Mission
- 4. Purpose
- 5. Aims
- 6. Objectives
- 7. Powers of the Association
- 8. Membership
- 9. Meetings
- 10. Procedure
- 11. Voting
- 12. Chairperson
- 13. Standard and Ad Hoc Committees
- 14. Insurance
- 15. Funds source
- 16. Funds management
- 17. Records
- 18. Disciplining of Members
- 19. Resolution of Internal Disputes
- 20. Constitution
- 21. Temporary Dissolution of the Association
- 22. Permanent Dissolution of the Association
- 23. Members Liability
- 24. Fees and Subscriptions
- 25. Gift fund rules

Arts Upper Hunter

Constitution

July 2025

### 1. Preliminary

Arts Upper Hunter Inc. is an incorporated (2002) association operating as a not for profit Association. It is one of fourteen regional arts development organisations (RADOs) across NSW that collectively make up the regional arts network. Each RADO services an area of the state made up of a group of local government areas. The local councils in each area, together with the State Government, contribute financially to each RADO to employ an Executive Director and other support staff.

### 2. Definitions

The Act – means the Associations Incorporation Act 1984

Region – geographic area comprising the local government areas of Dungog, Singleton, Muswellbrook and Upper Hunter.

The board – the board means Arts Upper Hunter Inc. association No. INC9878801. The board is made up of 12 members refer section 'membership'.

RANSW – Refers to Regional Arts NSW, which is the previous Arts Council of NSW LTD, trading as Regional Arts NSW ACN 001 382 690.

Delegate – any member who is a current appointed representative of a member Association and whose appointment has been submitted in writing to Arts NSW.

Executive officer – staff member appointed by the board as the executive officer and the public officer of the association responsible for the day to day running of the association.

Financial year – defined as the period starting the 1st January and ending the 31st of December.

Writing – shall be defined as email or hard copy.

### 3. Mission

To provide, support and promote arts and cultural opportunities for all people in the Upper Hunter.

### 4. Purpose

The purposes of the Association are to:

- 4.1. Support cultural development of the region.
- 4.2. Manage and facilitate arts and cultural development within the region.
- 4.3. Provide a forum to address arts and cultural development issues for the region.
- 4.4. Support Associations, groups and individuals involved in the arts by recognising their autonomy.
- 4.5 Initiate regional projects strategic for future development.

4.6 Support development of creative industries in the Upper Hunter.

#### 5. Aims

Aims of the Association are to:

- 5.1. Establish and maintain a regional program that collectively provides for the cultural development of contributing Shires.
- 5.2. Encourage access, excellence and growth within the region's arts and cultural practices.
- 5.3. Increase regional audiences and markets for cultural activity that is stimulating rewarding and relevant.

### 6. Objectives

The objectives of the Association are to:

- 6.1. Function as a key facilitator and broker partnerships between community, governments, media, business, education and other regional service providers to increase support for cultural development.
- 6.2. Support the community in networking and professional development.
- 6.3. Initiate and support cultural development projects of strategic importance to the region.
- 6.4. Identify and respond to business opportunities for new, expanded and diversified arts and cultural enterprises.
- 6.5. Ensure sufficient resources are maintained and effectively managed to achieve the goals of the Association.
- 6.6. To operate and maintain a gift fund to be known as 'The Arts Upper Hunter Gift Fund' in accordance with the requirements of the Income Tax Assessment Act.

### 7. Powers of the Association

The Association shall have the power to:

- 7.1. Employ and manage staff.
- 7.2. Seek funding and sponsorship.
- 7.3. Do all other things necessary in order to achieve the aims and objectives set out above.

### 8. Membership

- 8.1. The board of Arts Upper Hunter Inc will consist of a maximum of 10 positions with two categories of membership:
  - 8.1.1. Council delegate one from each LGA that contributes financially to the annual program. Nominated by the relevant Council.
  - 8.1.2. Four (4), five (5) or (6) members co-opted on the basis of skills they bring to the board.
- 8.2. The office bearers of the board are to be:
  - 8.2.1 the chair
  - 8.2.2 the vice chair

- 8.2.3 the treasurer
- 8.2.4 maximum term of the chair is three consecutive years.
- 8.3. Council delegates will be confirmed in writing annually by the relevant Council.
- 8.4. Co-opted members will be sought and appointed by the board and shall be appointed for a period of four years.
- 8.5. All members are eligible for reappointment subsequent to one year of not being on the board.
- 8.6. A Register of board members shall be kept, which shall contain the full name, address, and date of appointment of each member. The Register shall be kept at the address of the Association and available for inspection on request.
- 8.7. Any board member may at any given time submit a written resignation of their seat and upon resignation, such seat shall be deemed empty.
- 8.8. When the seat of a council member becomes empty, the council concerned shall nominate a new delegate.
- 8.9. When the seat of a co-opted member becomes vacant, the vacancy will be advertised, seeking expressions of interest and filled on the basis of skills needed by the board.
- 8.10. Cessation of membership applies should a member die, be expelled from the Association or not attend three consecutive meetings. A replacement member will be sought as described above.
- 8.11 All new board members will be required to sign declaration regarding their business history. This will stipulate whether they have ever been declared bankrupt, or have been involved with a business which has become insolvent or subject to receivership or liquidation. That they have not been convicted of any criminal offence within the past 5 years or been liable for any civil offence or pecuniary penalty exceeding \$5,000.

### 9. Meetings

- 9.1 General Meetings
  - 9.1.1 The Association shall hold meetings at least quarterly and at such places as shall be determined.
  - 9.1.2 A notice of every meeting of the association shall be sent to all board members at least seven days prior to the date of the meeting.
  - 9.1.3 Minutes of the meeting shall be distributed in a timely manner.
  - 9.1.4 A special meeting of the association may at any time be convened by the Chairperson of the association or by the requisition in writing of any two members of the Board. The requisition of a special meeting shall state the object of the meeting and shall be signed by the board members requesting the meeting and sent to the address of the association. The meeting can be held by electronic means or in person or a mix of electronic means and in attendance.
  - 9.1.5 A member desiring to bring any business before a general meeting may give notice in writing of that business to the executive director who

must include that business in the next notice calling a general meeting given after the receipt of the notice from the member.

### 9.2 Annual General Meetings

- 9.2.1 The association shall in each calendar year, convene and hold an Annual General Meeting.
- 9.2.2 The Annual General Meeting shall be held on a date fixed by the association such date to be within 3 months of the end of the financial year.
- 9.2.3 The Executive Director shall inform all board members in writing as to the date, time and place of the meeting and list the agenda of the meeting.
- 9.2.4 The ordinary business of the meeting shall be to;
  - 9.2.4.1 confirm the minutes of the previous annual general meeting,
  - 9.2.4.2 to receive a report from the executive director outlining the activities of the association during the preceding financial year,
  - 9.2.4.3 elect the office bearers of the association and determine the ordinary members of the association,
  - 9.2.4.4 Receive and consider the statement which is required to be submitted to members under section 26(6) of the Act.

#### 10. Procedure

- 10.1 No item of business is to be transacted at a general meeting or an AGM unless a quorum of members is present. That for the purpose of administrating this clause a minimum number of board members present at a meeting be changed from 5 members to "half of eligible members plus one", in the presence of the executive director.
- 10.2 Meeting procedure shall follow standard meeting practices.

### 11. Voting

- 11.1 On any question arising at a general meeting of the association a member has one vote only.
- 11.2 All votes must be given personally.
- 11.3 A member may request their vote be recorded.
- 11.4 In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

### 12. Chairperson

- 12.1 The chairperson of the association shall preside as Chair at each general meeting, if the chairperson is not in attendance the Vice Chair shall preside; failing this members present shall elect a Chair for the meeting.
- 12.2 The chairperson of the association shall be elected by the board members present at the present at the annual general meeting. The chairperson shall hold office until the

subsequent annual general meeting, but shall be eligible for re-election for a maximum of three (3) years unless no other candidate shall nominate.

### 13. Standard and Ad Hoc Committees

- 13.1 The association may appoint such standing or ad hoc committees as are deemed necessary to further the work of the association and shall define their functions in writing and may dissolve such committees as seen fit.
- 13.2 All standing and ad hoc committees shall function only as authorised by the association.
- 13.3 The chairperson or vice chair of the association shall ex officio be a member of all committees appointed by the association.

### 14. Insurance

The association should will take out and maintain public liability insurance, workers compensation and insurance for volunteers.

### 15. Funds – source

- 15.1 The funds for the association are to be derived from the State Government of NSW and contributions from local government areas as identified as part of the region (clause2). Additional may be obtained through donation, sponsorship or fee for service.
- 15.2 All money received by the association must be deposited as soon as practicable and without deduction to the credit of the association's bank account.
- 15.3 All funds of the association, including surplus monies, are to be used solely to further the association's objectives and no profits shall be shared among individual members of the association.

### 16. Funds – management

- 16.1 Subject to any resolution passed by the association in general meeting, the funds of the association are to be used in pursuance of the objects of the association in such manner as the committee determines.
- 16.2 All financial transactions are to be approved by the Executive Director and authorised by the Executive Director and one of two authorised board signatories, one of whom must be the Treasurer, with the following exceptions:
  - Credit card purchases are made solely by the Executive Director. Receipts must be provided to the Office Manager and reimbursement of the credit card account occurs as in 16.2
  - Superannuation payments need only to be approved and authorised by the Executive Director.

### 17. Records

- 17.1 Except as otherwise provided by these rules, the executive director must keep in his or her custody or under his or her control all records, books and other documents relating to the association.
- 17.2 The records, books and other documents of the association shall be open for inspection free of charge, by a member of the association at any reasonable hour and with reasonable notice.
- 17.3 Minutes of the proceedings of the association and all committees appointed by the organisation are to be kept under the control and direction of the executive director.
- 17.4 A printed copy of such minutes shall be provided to board members as soon as possible after each meeting.
- 17.5 The chairperson shall present to the association the annual audited financial statement comprising a profit and loss statement within 3 months of the end of the financial year.

### 18. Disciplining of members

- 18.1 Where the association is of the opinion that a member has persistently acted in a manner detrimental to the interests of the association, the association may, by resolution carried by two thirds majority, expel the member from the association.
- 18.2 A resolution of the association under clause 18.1 is of no effect unless there has been written notice of the proposed resolution received no less than 14 days and no more than 28 days before the meeting.
- 18.3 Where the association paces a resolution under clause 18.1 the executive officer shall cause a notice in writing to be served on the member;
  - 18.3.1 setting out the resolution of the committee and the grounds on which it is based,
  - 18.3.2 stating that the member may address the association or submit a written representation relating to the resolution for consideration by the association at the meeting,
  - 18.3.3 stating the date, place and time of the meeting.
- 18.4 At the meeting of the association held as referred to in clause 18.3 the association shall;
  - 18.4.1 give to the member an opportunity to make oral representation,
  - 18.4.2 give due consideration to any written representations submitted to the association by the member at or prior to the meeting and,
  - 18.4.3 by resolution determine whether to confirm or revoke the resolution.
- 18.5 Where the association confirms a resolution under clause 18.4 the chief executive officer shall by notice in writing inform the member of the fact. If the expelled member is a delegate member of the association, an alternative representative will be requested in writing from the delegating organisations. If the expelled member is a community representative member of the association the position will be declared vacant and advertised. If the expelled member is a cop-opted member the board will re-evaluate the position at the next annual general meeting.

### 19. Resolution of internal disputes

Disputes between members (in their capacity as members) of the association and disputes between members and the association are to be referred to the Community Justice Centre for mediation in accordance with the Community Justice Centres Act 1983.

#### 20. Constitution

General review of the Constitution shall take place at least every three (3) years and be made apparent. Alteration may be made by special resolution at any given time.

Local Government Areas in our region shall be advised of changes to the AUH Constitution in addition to other legal entities such as but not limited to, the Australian Charity and Not for Profit Commission (ACNC) and the Dept of Fair Trading.

### 21. Temporary Dissolution of the association

- 21.1 The association may go into recess only in response to a special resolution approved at a general meeting. Notification in writing shall be posted to Regional Arts NSW and the NSW Ministry for the Arts within 14 days of the resolution being passed. Such notification shall include the name and address of a trustee appointed by the association to take responsibility for the association's assets and property and any matters arising while the association is in recess.
- 21.2 Should members of the local community wish to reform the association, when it is in recess, the trustee or any 4 former members of the association may call a public meeting for that purpose. In the event that neither the trustee nor 4 former members are available the person or persons wishing to reform the association may contact Regional Arts NSW and the NSW Ministry for the Arts.
- 21.3 In the event of the association not reforming within 24 months of going into recess the trustee shall notify Regional Arts NSW and proceed to formal permanent dissolution. In the event of Regional Arts NSW not being notified after 24 months Regional Arts NSW shall have the right to wind up the association in accordance with clause 22.

### 22. Permanent Dissolution of the association

- 22.1 The association may be dissolved only after the holding of a public meeting which has been advertised in the local press and all members have been notified in the manner prescribed in the rules for the holding of a general meeting. Notification of such dissolution shall be forwarded to Regional Arts NSW within 14 days of the date of the public meeting. Such notification shall include the name and address of a trustee nominated by the association who shall be responsible for procedures under clause 22.2.
- 22.2 If upon winding up of the association there remains after satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid to or distributed among the members of the association but shall be given or transferred to Regional Arts NSW or to some other institution or institutions having objects similar to the objects of the

- association and which shall prohibit the distribution of its or their income and property among members.
- 22.3 The institution or institutions so to benefit shall be determined by a simple majority of members present and voting at the public meeting called in accordance with clause 22.1, but should there be no such members present, then determination shall be made by the Board of Directors of Regional Arts NSW by resolution or Board minute.
- 22.4 In the event that the Regional Arts NSW is satisfied that the association is no longer active and in breach of the requirements for affiliation Regional Arts NSW shall have the right to wind up the association in accordance with clauses 22.1 to 22.3.
- 22.5 If the organisation is wound up or if the endorsement (if any) of the organisation as a deductible gift recipient is revoked, any surplus assets of the gift fund remaining after the payment of liabilities attributable to it, shall be transferred to a charity with a similar charitable purpose to which income tax-deductible gifts can be made.

### 23. Members' Liability

The liability of a board member of the association to contribute towards the payment of the debts and liabilities of the association of the cost, charges and expenses of the winding up of the association is limited to the amount

### 24. Fees and subscriptions

The association reserves the right to introduce a membership fee and annual subscription rate, if determined appropriate.

### 25. Gift fund rules

- 25.1 The organisation shall maintain for the main purpose of the organisation a gift fund:
  - 25.1.1 to be named 'The Arts Upper Hunter Gift Fund'
  - 25.1.2 which must receive gifts of money or property solely for the purposes of the objectives of the organisation
  - 25.1.3 which must have credited to it any money received by the organisation because of those gifts
  - 25.2.4 which shall not receive any other money or property.
- 25.2 The organisation shall use gifts made to the gift fund and any money received because of them only for the principal purpose of the organisation.
  - 25.2.1 The Arts Upper Hunter Board shall resolve the specific uses of gifts at a Board meeting or a Fundraising Subcommittee or similar. Bank signatories shall be the same as for all AUH transactions.
- 25.3 Receipts issued for gifts to the gift fund must state: Arts Upper Hunter's name, Australian Business Number, and the fact that the receipt is a gift.

### GM54/25. FOGO Communications Overview

FILE: 25/00089/016

**Author:** Coordinator Communication & Engagement

### **Executive Summary**

The response to this question requires a detailed Council report, noting that a notice of motion was not requested as staff had already commenced an internal review of the communications around FOGO.

### FOR INFORMATION

In response to the question by Cr Peree Watson on 15 July 2025:

I request a report be presented to council on the communications plan and its implementation for the recent FOGO rollout. The report is to include the proposed communications plan that was presented to Council earlier in the year including councillor feedback, the actioned plan and the full details of all communications undertaken and any associated budget.

The report should also include a copy of the letter to residents from the mayor that was included in the original communications plan including the dates and mode of sending and a report on any data segmentation that was undertaken to ensure that each individual resident was provided with the correct information that was relevant to their specific garbage collection circumstances.

The report should also include any learning from the implementation of the communications plan that can be fed into any future communications plans.

### **Background**

The introduction of the Food Organics and Garden Organics (FOGO) service to Singleton generated a significant response from sections of the community. Concerns raised by residents centred around two general key themes:

- the perceived reduction in service to a fortnightly red bin (general) rubbish collection for urban areas; and
- the perceived unnecessary provision of green bins and weekly collection service to rural areas.

In the weeks leading up to the 30 June introduction of the FOGO service, there was also confusion about collection scheduling and what bins to put out and when, particularly for rural customers.

NSW has a statewide mandate for FOGO recycling to reduce food waste and stop food waste going to landfill, which is supported by legislation to mandate FOGO collection services for households by July 2030, and for businesses and institutions in stages from July 2026. This includes a requirement to provide all NSW households that receive a

residual (red lid) waste collection service with a Food Organics and Garden Organics (FOGO) waste service by 1 July 2030.

In 2016, Singleton Council entered joint contracts with Maitland and Cessnock councils for organics collection and processing. The contracts are with SOLO for collection and Australian Native Landscapes (ANL) for processing. Both these contracts commenced in 2017 and included the transition from Garden Organics (GO) to Food and Garden Organics (FOGO) in 2024, which was moved back to 2025 at the request of the processing contractor and with the agreement of Council.

In 2023, Council undertook community engagement as part of the development of Council's long-term Waste Management Strategy to consult residents about the three-bin collection system and requirements to meet the NSW Government directed target of 80 per cent of waste diverted from landfill. This included questions around how full people's bins were when placed out for collection and how people disposed of food waste.

At Council's ordinary meeting of 18 February 2025, a report was presented to decide on the collection frequency of the red bin as part of the implementation of the kerbside FOGO collection, with four options available to Councillors for decision.

Proposed communications plan that was presented to Council earlier in the year including councillor feedback, the actioned plan and the full details of all communications undertaken and any associated budget.

In the six months leading into the introduction of FOGO, the partnership arrangement between Singleton, Cessnock and Maitland councils included regular meetings of representatives from waste and communications staff of all three councils as well as the SOLO education officer. The group developed a general overarching communications and public education plan based on educational material developed by the NSW Environmental Protection Authority (EPA). This included key messages and graphics material to support education and awareness of the behavioural change required by households (and eventually businesses) to manage their food waste.

An overview of the plan was presented to Councillors at a briefing on 4 February 2025 and was due to take effect in March 2025, continuing monthly in the lead up to the introduction of the kerbside FOGO collection service on 30 June 2025.

The plan was divided into six segments with an overarching suite of actions for SOLO, an education and awareness campaign, and overarching actions for councils that each could choose to implement and resource.

The overview of the communications and public education plan provided at the briefing included:

November	Councillor briefing
December	Kitchen caddie and compositable
	bag educational materials
	development
February	Councillor Briefing No 2
	<ul> <li>Council report regarding residual bin options for residents</li> </ul>
March	Launch of Your Organics website
	Share FAQs via all channels
	<ul> <li>Use stage 1 EPA Starting Scraps collateral</li> </ul>
	Messaging that FOGO is coming
	<ul> <li>Media releases, social media,</li> </ul>
	presence at events and public presentations
April	<ul> <li>Continue with stage 2 and 3 of EPA Starting Scraps collateral</li> </ul>
	Educational materials about
	benefits of FOGO
	Contact Strata managers and
	other relevant parties to discuss
	options
May	Use stage 4 EPA Starting Scraps collateral
	Mayoral letter to households
	summarizing the key messages
	Communication to residents on
	how they can opt-in for the red
	bin fortnightly service (which was originally posed to the briefing
	before the weekly opt-in option
	was resolved)
	Update FAQs and release
June	Use stage 5 EPA Starting Scraps collateral
	Delivery of kitchen caddies
July onwards	Commencement of FOGO
	collection
	Continued education material
	and key messages

Part of the discussion at the February Councillor briefing focused on scheduling for the red bin collection, with three options initially posed for consideration in a split between rural and urban services. These were:

Option	Urban/Rural	Collection frequencies
Option 1	Urban and Rural	Weekly green bin and fortnightly red and yellow bin collections
Option 2	Urban	Weekly green and red bins and fortnightly yellow bin collections
	Rural	Weekly green bin and fortnightly red and yellow bin collections
Option 3	Urban	Weekly green and red bin collections, with the option to pay a reduced domestic waste service charge for a fortnightly red bin collection
	Rural	Weekly green bin and fortnightly red and yellow bin collections

In addition, an overview of the communications and public education plan included provision for information about how to opt-in to a fortnightly red bin collection (May) was presented.

However, in the discussion by Councillors, concerns were raised about the additional costs to residents to continue with a standard weekly red bin service during a cost-of-living crisis. As a result, an additional option to provide a standard fortnightly collection with the choice to opt-in to a weekly collection based on an additional payable amount was proposed and ultimately supported at Council's ordinary meeting on 18 February 2025. This option was:

- Urban customers: Weekly green bn and fortnightly red and yellow bin collections, with the option to pay an increased domestic waste service charge for a weekly red bin collection
- Rural customers: Weekly green bin and fortnightly red and yellow bin collections.

Discussion from the briefing also included an action to develop a strong communications plan to relay Council's position to the community with clear and concise messaging, as well as the benefits of FOGO. During the February briefing, Councillors provided feedback that a proposal to send a mayoral letter to all residents in May should be brought forward to March as the consensus was that May was too late in the process.

The first step in this process was a news release issued on 21 February 2025 to communicate Council's resolution, along with a FOGO webpage established on Council's website. The news release included a photo of a Council staff member that was later taken down due to personal criticism of the staff member being associated with the FOGO implementation.

The posting of the news release on Council's Facebook page (in keeping with Council's news release process) resulted in immediate negative feedback in response to the fortnightly red bin collection. The post had 69,274 views and attracted 231 comments.

Reactively, a FOGO Q+A was posted daily to Council's Facebook page from Monday 24 February – Friday 28 February in direct response to questions asked via Facebook comments.

In the first week of the FOGO announcement, from 20 February - 27 February 2025, five posts from 30 posts in total were specifically FOGO-related. The FOGO posts attracted 130,332 views and received 1262 interactions (comments, emoji reacts, saves, shares), the majority of which were negative.

Feedback also immediately highlighted the complexities between urban and rural services. Many urban residents were against the fortnightly red bin collection, while many rural residents voiced their opposition to having a green bin because they did not require a collection service for food and garden organics waste.

The fortnightly red bin collection with the option to opt-in for a weekly collection for urban customers separated Singleton's approach from Maitland and Cessnock councils, which both maintained a standard red bin weekly collection alongside the required weekly green bin collection. The costs of the additional weekly collection were captured in their General Waste Charge. Therefore, the only visible change to their residents was an "extra" green bin collection.

SOLO activities targeting Singleton audiences included a billboard at Whittingham, digital billboard at the corner of John Street and Ryan Avenue, radio advertising, digital streaming and cinema advertising amounting to \$37,440.

Council's targeted total communications activities to date including printing, postage and advertising (print, radio and boosted social media) amounts to \$26,396 (not accounting for staff time).

It is estimated that since the news release in February 2025, approximately 25 per cent of communications staff time has been dedicated to FOGO including writing, graphic design, website updates, scheduling of content, monitoring and responding to social media, and attendance at meetings. Waste team staffing included a dedicated full-time FOGO officer and approximately 50% of the workloads of the Manager Waste and Circular Economy and Waste Management Officer have been directed to FOGO in the same period.

As a result of Council's resolution and the community response, Council revised its communication approach.

Some actions in the community education plan such as face-to-face information sessions were reduced and pop up events were not held due to concerns about staff safety and wellbeing. Similarly, communications avoided the use of photographs of identifiable elected councillors, staff and community members following threatening responses to the photo used with the initial news release about the Council resolution in February.

The approach was taken to focus on the operational aspects of the introduction of FOGO (in particular, use of the caddy and behavioural change to separate food waste; delivery of the caddies to all households and green bins to rural properties; changed kerbside bin collection schedule to swap the red and green bins; how to opt-in for a weekly red bin collection) and use of graphic materials developed as part of the combined communications to highlight the benefits of FOGO.

As a result, communications activities specific to Singleton (and separate to the communications and public education plan presented to the February Councillor briefing) included:

- General scheduling information for the new kerbside collection arrangements in urban and rural areas (recognising the option to opt-in for a weekly red bin service was available only to urban properties)
- An information postcard rather than a letter from the Mayor was developed and distributed in March (Attachment 1) to place the emphasis on the information being provided in a clear, concise way rather than in blocks of text in a letter format, (The mayoral letter was not provided in Cessnock or Maitland councils either)
- Development of an opt-in form and information about how to opt-in for a weekly service for urban residents
- Development of the underlying systems to process and manage requests for a
  weekly service including application of rates, the design and provision of a sticker to
  denote households with a weekly collection, and coordination of the contractor to
  carry out a specialised service
- The arrangement for property owners versus renters in relation to the ability to optin for a weekly red bin service.

Council also continued with the roll out of the education material developed in partnership with Maitland and Cessnock councils and SOLO to ensure cohesive messaging around the behavioural change required by FOGO itself. Singleton Council staff met weekly with staff from Cessnock and Maitland councils to monitor each community's response and revisit the communication plan to ensure it continued to meet community needs.

Because of the overwhelming community response and the different approach to the red bin collection compared to Cessnock and Maitland councils, Singleton undertook significantly greater communications activities than our neighbouring LGAs, particularly with printed material provided to all households.

This included information in Council's quarterly newsletter, the Singleton Edit, in April 2025 (Attachment 2); a sticker included in showbags at Council's Firelight event on 3 May; and a bundle of information in the caddies that included:

- Information about how to use the caddies and the provision of compostable liners (Attachment 3)
- Information postcard (Attachment 4)
- Sticker (Attachment 5)
- RecycleSmart Information (Attachment 6)

A radio campaign and newspaper ads along with social media posts about the changes to the red bin collection schedule were also undertaken in June in the weeks leading up to the introduction of the service on Monday 30 June.

An outline of the activities undertaken in Singleton is as follows.

February	<ul> <li>News release</li> <li>Dedicated FOGO webpage including information about changes to bin collection schedules, explanation of why the service was being changed, and costs associated with a weekly red-bin service</li> <li>Facebook "Your questions answered" campaign responding directly to questions asked in social media comments. The Q+As were also added to the FOGO webpage</li> <li>Council Kiosk – Jerrys Plains Community Fair + Car Boot Sale – key messages for staff (based on webpage information) for face-to-face discussions with customers</li> </ul>
March	<ul> <li>All-LGA mail out of information postcard including opt-in information for weekly red bin collection for urban residents (in place of Mayor's letter)</li> <li>FOGO information included in Economic Development enewsletter (targeting businesses)</li> <li>Launch of FOGO information campaign (with Cessnock + Maitland using EPA collateral) which included Facebook posts, generic radio advertising**</li> </ul>
April	<ul> <li>Two-page spread in the autumn Singleton Edit (all LGA mail out)</li> <li>Ongoing social media posts</li> </ul>
May	<ul> <li>News story on website with caddy delivery information</li> <li>FOGO Sticker included in "showbags" at Firelight event</li> <li>Ongoing social media</li> </ul>

	7
June (Service commenced 30 June)	<ul> <li>Caddies delivered to all households including reprint of postcard, how to use the caddy trifold brochure, reprint of RecycleSmart brochures, FOGO sticker. (Information provided to caddy distributor on 28 March)</li> <li>Facebook posts – Your questions answered</li> <li>Topic for General Manager's regular 2NM interview</li> <li>Radio campaign + print + social media re bin collection schedule changes (week immediately preceding 30 June) – messaging that everybody's fortnightly red bin collection is the opposite week to their yellow bin</li> <li>Face-to-face sessions with real estate agents and childcare centre operators</li> <li>Joint news release – Cessnock, Maitland + Singleton mayors about the impending start of FOGO collection</li> </ul>
July	<ul> <li>Facebook posts and information on website announcing rural residents could dispose of a 240L of rubbish due to confusion around red bin collection week</li> <li>Face-to-face engagement by Council staff with customers at NAIDOC community day</li> <li>Response to Singleton Argus and news story on Council's website about bin collection schedule</li> <li>Staff responding to up to 20 CRMs each day with individual responses</li> </ul>

## The report should also include a copy of the letter to residents from the Mayor that was included in the original communications plan including the dates and mode of sending

As part of Council's adjusted communications approach to focus on the operational aspects of the introduction of FOGO, an action in the communications and public education plan for a mayoral letter was replaced with an information postcard that was printed and sent to all households in March. (Attachment 1)

This approach was to ensure the focus was on the information being provided, allowing for more graphic-based and simple-to-understand information about the FOGO service, changes to the kerbside collection schedule for both urban and rural residents, and the weekly red bin opt-in option available to urban properties, rather than blocks of text in a letter.

Following on from personal criticism of a Council staff member whose photograph was used in a news release about the introduction of FOGO, the information postcard also reduced the potential for any personal backlash against any individuals in relation to the State Government mandated introduction of the FOGO service and Council's resolution in relation to the kerbside collection schedules.

The postcard was delivered in a premium unaddressed mail out to approximately 10,000 households in the Singleton LGA by Australia Post across the week from Monday 4 March to Friday 8 March. This was to ensure residents received the information as soon as possible following the February Council meeting and ensuing community response. The use of an unaddressed mail out also ensured that the occupant of the property received the information, whether they were the owner occupant or renting, rather than the ratepayer.

Actions for a mayor's letter for the Cessnock and Maitland LGAs similarly did not eventuate. A joint news release featuring the mayors of Singleton, Cessnock and Maitland was issued in June, ahead of the roll out of the service.

Report on any data segmentation that was undertaken to ensure that each individual resident was provided with the correct information that was relevant to their specific garbage collection circumstances

As mentioned previously, community feedback reinforced the known complexities between urban and rural services and the need for targeted messaging to address the specific changes to both sets of customers.

In order to reach the greatest number of residents in the most efficient way possible, as often as possible, accounting for rural and urban customers as well as property owners and renters, Council's communications included information for both urban and rural residents that was delivered in numerous mail outs (including the initial post card in March and the Singleton Edit in April) to all households in the Singleton LGA, as well as with the delivery of the benchtop caddies in June.

As well as being time-intensive and costly, the provision of individualised information for every household carried challenges to ensure accurate and area-specific information could be reliably delivered due to complexities with contractor schedules and ensuring the right information was delivered to the right areas.

During this time, waste staff responded directly to a significant number of individual requests for specific information logged through Council's CRM system.

Council staff are now working with contractors to overcome these challenges and develop a collection calendar with specific information for each locality in the LGA to address confusion and in response to requests particularly from rural households.

### Issues arising from Council's decision to endorse the fortnightly red bin collection

- Limited community awareness about FOGO in the lead up to the Council meeting on 18 February.
- Conflicting information between Council's website and the Singleton Reduce Waste website managed by JRR Richards which was not reflective of the changes to the red bin collection. This resulted in residents unable to access the "find my red bin collection day" tool. (The website was taken down immediately to be updated and is now active.)
- Limited time to work with the contractor to develop systems and processes around new bin collection schedules and identify issues (including urban vs rural schedules) and weekly red bin opt-in process.
- Inability to provide specialised information for households about collection timetables.
- Confusion around messaging from Maitland and Cessnock LGAs (which both kept a weekly red bin service).
- Confusing messaging around what bin to put out and when.
- Rural residents believed the "red bin now opposite yellow bin" did not apply to them as it was related to FOGO.
- Comments on Council's Facebook posts with conflicting and misinformation.

### Learnings and improvements to Council's communications

The introduction of the Food Organics and Garden Organics (FOGO) kerbside collection service was and continues to be complex and multi-layered, with varying impacts on numerous segments of the community.

Some of the issues were identified from the outset, while others emerged as processes were developed and as communications were rolled out.

Accordingly, and while a communications plan was developed, communications actions were fluid, adjusted and often reactive to meet the needs of the community.

Based on this experience, Council staff have reflected on learnings that will help to inform Council's communications moving forward, including:

- Begin communications and/or consultation around any new service or change to service that will impact the community as early as possible.
- Include an option for a communications focus group as part of the internal communications and engagement planning process for community-wide projects, initiatives or actions. This would provide a wide range of viewpoints for possible scenarios or reactions and to test actions, messaging and responses.
- Factor in milestones and ongoing updates as actions in communications plans for key projects.
- Consider budget for printed mail outs for all new services or changes to services with community-wide impacts to reach all households directly.
- Where budget and logistics allows, incorporate actions to segment audiences and tailor messages and communications to meet specific needs.
- Introduce a more regular Council communications channel, such as an enewsletter, that can deliver news and information more regularly and directly to residents on a monthly or bimonthly basis.
- Look for more opportunities to post to local community Facebook groups for more direct social media visibility of Council's messaging.

### Conclusion

The introduction of the Food Organics and Garden Organics (FOGO) service was a significant change to Singleton's waste management system, requiring LGA-wide behavioural change in the way food waste is sorted and disposed. This was further complicated by the urban/rural split and differences between the services provided to Council's 10,000 waste customers.

Council staff worked with Maitland and Cessnock councils and SOLO to develop an overarching communications plan based on an EPA template to raise awareness and education. At the same time, Singleton developed and adjusted its own targeted communications plan to inform the community about changes to the red bin collection, how to opt-in to a weekly red bin, delivery of household caddies to all households, delivery of green bins to rural customers, and scheduling of red, yellow and green bin collections within a very limited time period and often while processes were being developed.

The number of actions and separate messaging meant this process was complex and communications were required to reach a number of audiences in an environment that was averse to the change from the outset. A number of issues were identified in the months leading up to 30 June, including confusion in messaging around what bins to put out and when and the absence of specialised information for households (particularly in relation to rural and urban areas).

As a result, communications around the introduction of the FOGO service presented opportunities for improvement that will be incorporated into future communications processes.

### **Attachments**

- **AT-1** Introductory Post Card All Households March 2025
- AT-2 Singleton Edit Autumn edition FOGO spread May 2025
- AT-3 1 Your FOGO Caddy Information Brochure
- AT-45 Information Postcard
- AT-5. FOGO sticker
- **AT-6** Recycle Smart Brochure

# Food Organics + Garden Organics



### FOGO service starts 30 June 2025

Under NSW Government legislation, all NSW councils are required to provide every household within their Local Government Area (LGA) a source-separated food organics and garden organics (FOGO) service.

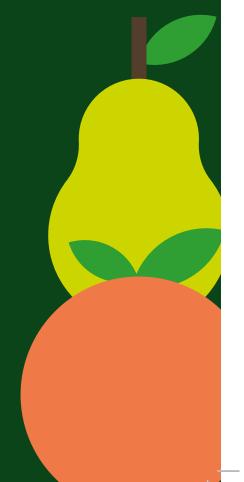
The introduction of FOGO collections will allow for all food waste to be disposed of alongside garden organics in the green bin. As a result, the **green bin will move to a weekly collection** for both urban and rural residents from 30 June 2025.

With the removal of food organics from the red bin, Council resolved to **default to a fortnightly red bin collection for both urban and rural residents and businesses** with an option for urban residents and businesses to

upgrade their service to a weekly red bin at an **additional cost of \$185** on top of the proposed annual domestic waste service charge of \$675 for 2025/2026.

The additional cost for a weekly collection covers an **additional 26 collections each year**, **as well as twice the volume of waste** for disposal.

To help make the FOGO service easy-to-use for all residents, **Council will deliver a 4L kitchen caddy and a roll of 150 compostable liners to each property in our LGA during June 2025**. In addition, green bins will be delivered to those rural properties that do not currently have a green bin service by the 30 June 2025 FOGO commencement date.





# 25% of red bin waste is acceptable for FOGO composting.

The NSW EPA has calculated that FOGO will help to divert half a million tonnes of organics from landfills across the State every year by 2027.

In Singleton, 25% of red bin contents comprises of food or kitchen waste that would be compliant with FOGO composting. As Council collects on average 6,000 tonnes of waste from the red bin per year, this represents a possibility of diverting a further 1,500 tonnes of waste from landfill through the introduction of a FOGO service.

This increased diversion of food organics from landfill will result in positive environmental outcomes, including decreased leachate and methane gas generation from the landfill facility as well as producing an organic-rich compost for use in several industries.



Opt-in for a weekly red bin service by 31 May 2025.

Scan the QR code or follow the link to the online form to upgrade your service to a weekly red bin. For a hard copy of the form, please contact Council's Customer Service team on **T 02 6578 7290** or

**E** council@singleton.nsw.gov.au

For more information about the FOGO service, visit

W singleton.nsw.gov.au/fogo

# Scrap<sub>YOUR</sub> food waste

Singleton's green bins are getting greener as food organics are added into the green kerbside bin collection service across the local government area (LGA) from 30 June 2025.

Under State Government legislation, all NSW councils are required to provide a source-separated food organics and garden organics (FOGO) service to their LGAs.

The introduction of FOGO to Singleton will allow for all food waste to be disposed of alongside garden waste in the green bin, which will move to a weekly collection for both rural and urban residents and the 600 businesses that receive a Council waste service from 30 June 2025.

Damian Morris, Singleton Council's Acting Director Infrastructure and Planning highlighted the need to comply with the legislation as well as deliver a reliable service that reduces landfill, benefits the environment and serves the community into the future.

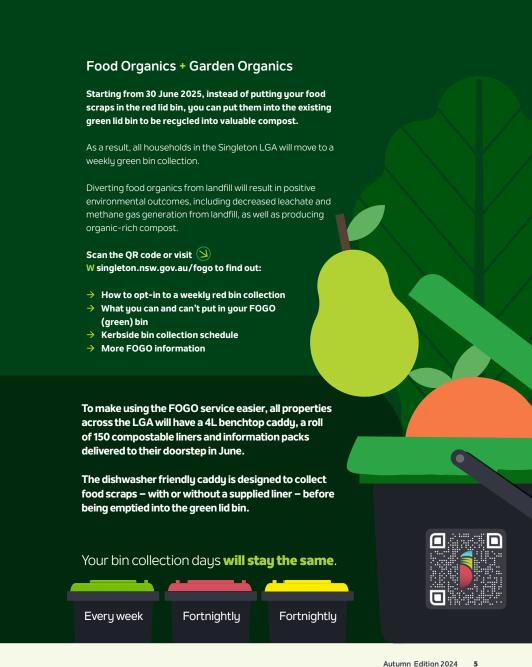
The Singleton FOGO service is being introduced in alignment with Maitland and Cessnock under joint contracts to collect and process organics, and get a head

start on the benefits of reduced waste to landfill and a reduction in methane gas and leachate.

"The introduction of FOGO and the transition to a weekly green bin collection is a significant change to our waste service, and we've noted the concerns from the community around the red bin service and the provision of green bins to all rural properties," Mr Morris said.

"The green bin must move to a weekly service under the NSW Government mandate to provide a FOGO service. With this in mind, and after considering a number of scenarios, Council's decision was to offer the cheapest option possible to our residents, with an option for urban households and businesses to opt-in to a red bin weekly service.

"A quarter of the contents of red bins in Singleton is food waste. But Council recognised that some of our urban households and businesses have different needs and may still require an extra level of service."



4 Singleton Edit Autumn Edition 2024 5

### **Food Organics + Garden Organics**

The Food Organics + Garden Organics (FOGO) service is making your green bin even greener.

### Starting from 30 June 2025

Instead of putting your food scraps in the red lid bin, you'll put them into the existing green lid bin to be recycled into valuable compost.

As a result, all households in the Singleton LGA will move to a weekly green bin collection.

Diverting food organics from landfill will result in positive environmental outcomes, including decreased leachate and methane gas generation from landfill, as well as producing organic-rich compost.

W singleton.nsw.gov.au/fogo



25%

of red bin waste is acceptable for FOGO composting.

\*According to Council's most recent audit of red bins in the Singleton LGA





Opt-in for a weekly red bin service.

Scan the QR code or visit the link to the online form to upgrade your service to a weekly red bin W singleton.nsw.gov.au/fogo

Your bin collection days will stay the same.

Every week

Fortnightly

Fortnightly

Contact us **T** 02 6578 7290



**E** council@singleton.nsw.gov.au W singleton.nsw.gov.au/fogo





# What CAN go in your FOGO bin

- Supplied compostable kitchen caddy liner bags only
- **✓** Bakery goods
- Citrus + onion
- ✓ Dairy products
- ✓ Fruit + vegetables
- ✓ Leftover food scraps
- Loose leaf tea + coffee grounds
- Meat scraps + bones
- ✓ Pasta + rice
- Seafood + shells
- ✓ All weeds
- ✓ Bark + leaves
- Grass clippings + prunings
- Flowers
- ✓ Palm fronds
- **✓** Roots
- ✓ Sticks + small branches



Learn more about FOGO: W yourorganicsbin.com.au

## What CAN'T go in your FOGO bin

- Bamboo, compostable packaging + utensils
- X Bin liners or kitchen tidy bin liner bags
- X Bricks, cement or building materials
- X Cardboard or paper
- X Electronic waste
- X Engineered wood (chipboard, mdf, melamine)
- X Food scraps in packaging or plastic wrap
- X Household garbage
- Nappies
- X Pet poo or pet waste
- Oils or chemicals
- X Plastic or biodegradable bags
- **X** Recyclables
- X Soil or rocks
- X Styrofoam
- X Textiles (clothing)
- X Shade cloth or weed matting
- X Treated or painted timber
- X Vacuum cleaner dust + lint

# FOGO CADDY

O1 Line your caddy with the supplied compostable liners.

Other products cannot be used as they may cause contamination. You can use your caddy without a liner if you prefer, just rinse it regularly to keep it clean and fresh.

- Place food scraps in your caddy.
  Only place accepted items in your caddy. Don't include things like food packaging, plastic film, fruit stickers and cardboard as they will contaminate the compost.
- O3 Combine food and garden waste in your FOGO bin. Tip: layer garden waste and food waste to help control odours.
- O4 Put your FOGO bin out for weekly collection. Tip: Place your bins out before 5am on collection day or the night before.

# FOGO Food Organics + Garden Organics



### FOGO service starts 30 June 2025

Under NSW Government legislation, all NSW councils are required to provide every household within their Local Government Area (LGA) a source-separated food organics and garden organics (FOGO) service.

The introduction of FOGO collections will allow for all food waste to be disposed of alongside garden organics in the green bin. As a result, the **green bin will move to a weekly collection** for both urban and rural residents from 30 June 2025.

With the removal of food organics from the red bin, Council resolved to **default to a fortnightly red bin collection for both urban and rural residents and businesses** with an option for urban residents and businesses to

upgrade their service to a weekly red bin at an **additional cost of \$185** on top of the proposed annual domestic waste service charge of \$675 for 2025/2026.

The fee for a weekly collection covers an additional 26 collections at a cost of \$7.11 each, as well as twice the volume of waste for disposal.

To help make the FOGO service easy-to-use for all residents, **Council will deliver a 4L kitchen caddy and a roll of 150 compostable liners to each property in our LGA during June 2025**. In addition, green bins will be delivered to those rural properties that do not currently have a green bin service by the 30 June 2025 FOGO commencement date.



Attachment 4 Information Postcard



# 25% of red bin waste is acceptable for FOGO composting.

In Singleton, 25% of red bin contents is food or kitchen waste that is now compliant with FOGO composting, according to Council's most recent waste audit.

The diversion of food organics from landfill will result in positive environmental outcomes, including decreased leachate and methane gas generation from landfill as well as producing an organic-rich compost.

Your bin collection days will stay the same.

Every week Fortnightly Fortnightly





Opt-in for a weekly red bin service.

Scan the QR code or visit the link to the online form to upgrade your service to a weekly red bin W singleton.nsw.gov.au/fogo For a hard copy of the form, please contact Council's Customer Service team on:

- T 02 6578 7290 or
- E council@singleton.nsw.gov.au

Attachment 5 FOGO sticker



### **How it works:**



Schedule a pickup
 Visit recyclesmart.com or
 download our app to create
 an account.



2. Pack bags
Each day, put your
hard-to-recycle things
in your bag



3. We collect them

The driver collects your items and drops them off at our recycling partners



Download our app or visit 🚺 recyclesmart.com for more information.

Search Australia's most comprehensive recycling database to find out what goes where with Recyclopedia



### Recycling made easy!

In partenrship with your council, RecycleSmart collects hard-to-recycle idirectly from your doorstep.

### We collect:



Soft plastics



**Clothes** 



E-waste



Misfits
batteries, lightbulbs, cookware, and more





389



### **Community Recycling Centre**









Paint

Gas bottles Fluoro globes and tubes

Smoke detectors











Aerosols

Motor and other oils

Household batteries

Car batteries









Mobile

phones



and jars

X-rays

Polystyrene

Ink cartridges



E-Waste

Only household quantities accepted.

It's FREE to drop off these items at: Singleton Waste Management Facility Dyrring Road, Fern Gully

Hours: Monday to Friday: 8am-4.30pm Saturday, Sunday and Public Holidays: 9am-4.30pm (Closed Good Friday + Christmas Day)

### Visit your Community Recycling Centre today and help build a healthy environment for our future.

Not all household waste can be put in your kerbside bins. Community Recycling Centres offer a FREE and EASY solution for the disposal of household problem waste such as paints. gas bottles, motor oils, batteries, smoke detectors and fluorescent globes and tubes.

Many of these materials can be reused and recycled if processed correctly. Recycling helps our environment because it saves water, energy and natural resources.

### How to recycle other household items:

Visit www.cleanout.com.au to find your nearest CleanOut event to safely dispose of your household chemicals.

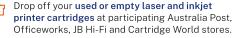


Return unwanted medicine to your local pharmacy for safe disposal.



Recycle your mobile phone with Mobile Muster. Visit www.mobilemuster.com.au







Go to www.recyclingnearyou.com.au to find out where you can drop off TVs, computers or printers for recycling.



Businesses are not eligible to use the Community Recycling Centres. Find out where to recycle business waste at www.businessrecycling.com.au

Brought to you by the NSW Environment Protection Authority.



E council@singleton.nsw.gov.au W singleton.nsw.gov.au

GM56/25. Conference Report - Mayor Sue Moore - 2025 ALGA National General Assembly (NGA)

**FILE:** 24/00441/005

**Author:** Executive Assistant

### **Executive Summary**

Mayor Sue Moore attended the 2025 ALGA National General Assembly in Canberra from 24 to 27 June 2025. A copy of her report on the event is shown as **Attachment 1** for Council's information.

### FOR INFORMATION

### **Attachments**

AT-1 Conference Report - 2025 ALGA National General Assembly (NGA) - Mayor Sue Moore

### **NGA Canberra**

### 24-27 June 2025

### **Tuesday 24 June**

Arrived in Canberra around 5:30 pm. Enjoyed dinner with the Hunter Joint Organisation alongside other Mayors, Councillors, and General Managers. Representatives from the Central Coast also joined us.

### Wednesday 25 June - Day 1

Assembly commenced at 8am Wednesday morning with Welcome to Country by Selina Walker Co-chair, ACT Reconciliation Council.

Mayor Matt Burnett, President of NGA, addressed the conference, his first as President. Largest attendance ever at the conference. Matt spoke of financial certainty with the return of 1% of Commonwealth taxation revenue - this is one of the most import advocacy asks. We need a larger piece of pie not how the pie is distributed.

Housing - 5.7 billion needed with 40% of Councils with infrastructure constraints.

Death on roads - up 6% on last years -Roads Conference 11-12 Nov Benigo.

Disaster recovery - need 900million per year.

Minister address with the Hon. Kristy McBain - Kristy's portfolio now includes Emergency management combining 2 very import portfolios. Kristy spoke of better response to emergencies and Local government sustainability.

Recent report was the first in 20 years and saw many more things added to local government control over the years. Roads to recovery - R to R Funding - Housing support program.

Dr Anne Webster Shadow Minister Regional Development, Local Government and Territories. Dr Webster has been in the role about 3 weeks. Sustainability report is nice but not complete.

Anne spoke of farms in Victoria against renewables—neighbour against neighbour. She then went onto talk of the problems with indigenous land claims and the problems and hold ups with development. Clearly not reading her audience well as some booed, others walked out. It was then morning tea break - thankfully.

After the break her Excellency the Honourable Ms Sam Mostyn AC addressed the conference.

Her presence certainly does speak her message of care and kindness-listening. She spoke of recovery rather than resilience-youth and young people. In her very meaningful words she expressed an interest in visiting many areas and asked for invitations to be sent for her and her team to visit. "Care at the centre of Civics"

Panel discussion was next - Mark Bouris AM Australian Business leader, entrepreneur and finance expert.

Dr Merriden Varrall, Partner Geopolitics, Australian lead, KPMG.

Mark spoke of GFC not so bad - COVID massive — changes downturns reduced interest rates to the point massive inflation afterwards. Household experiences Government expenses. Business investment-mining and non-mining—business isn't investing enough. Need to see 3% growth right now GDP (gross domestic product) is negative figure. GDP is key to the country economic activity. This made a lot of sense.

Next it considers unemployment — if you are working part-time time 1 hour per week you are considered to be employed. Productivity needs to improve.

### Attachment 1 Conference Report - 2025 ALGA National General Assembly (NGA) - Mayor Sue Moore

Next speaker was Jason Clarke "From Big Picture to Local Action". Jason openly stating that he had the lowest CV in his class – freelance thinker for breaking problems into bits. Jason had a unique way of presentation and clearly held the audience with his presentation of looking at problems a different way, breaking them down.

Plan A: (antithesis): try the opposite. If what your doing isn't working why keep doing it?

Plan B: (bounce): redirect the energy. If you can't stop train, why not switch the tracks?

Plan C: (cushion) soften the blow. If you can't stop the rain, why not put up umbrella?

Plan D: (deconstruct): start again. If you start again, would it be same or different?

Plan E: (Exploit); go with it. If you can't change it-make it work for you.

Plan F: (fortune): look again. Is it really a problem or is it a discovery? Such as penicillin.

Plan G: (give up)

I found some clips on YouTube well worth listening to him -Jason Clark "Minds at Work".

Definitely the standout speaker of the day.

The remainder of the afternoon were the conference motions. Many motions went through without speakers ours were some of these.

### Thursday 26 June - Day 2

Adapting Together: Local government leadership in a Changing Climate

Speakers included:

- Lord Mayor of Darwin
- Lord Mayor of Hobart
- Manger, Lockyer Valley Regional Council

Each shared their insights.

Al for Society: Shaping a Better Tomorrow - interesting perspective on Al for the future -solving problems.

Meal break and concurrent session in the afternoon - I attended Housing and Community Infrastructure. The session explores the factors restricting housing development - nothing new for me here.

Motions the remainder of the afternoon.

Interesting conference, thank you for opportunity to attend.

### **Cr Sue Moore**

Mayor

GM57/25. Conference Report - Councillor Sue George - 2025 ALGA National General Assembly (NGA) **FILE:** 24/00441/005

**Author:** Executive Assistant

### **Executive Summary**

Councillor Sue George attended the 2025 ALGA National General Assembly in Canberra from 24 to 27 June 2025. A copy of her report on the event is shown as **Attachment 1** for Council's information.

### FOR INFORMATION

### **Attachments**

AT-1 Conference Report - 2025 ALGA National General Assembly (NGA) - Councillor Sue George

Report on the Regional Forum and the National General Assembly of the Australian Local Government Association, held in Canberra 24-27 June 2025.

Thank you to Council for the opportunity to attend an interesting and varied conference.

### The Regional Forum Tuesday 24 June 2025

Paul Girrawah House gave a heartfelt welcome to country in language focusing on:

- we all have a belonging and
- Creating pathways
- Look after country
- Mutual respect

### Matt Burnett ALGA PRESIDENT

Outlined the major challenges facing Local Government:

- local roads Safer roads
- Financial sustainability
- Increase in untied funding
- Drought & resilience

### Bernard Salt Regions on the Rise- Demographic Forces reshaping non-metropolitan Australia

Output is expected to increase by 25% over the next 20 years, most of that will be agriculture/mining, the majority of these activities take place in rural/regional areas. This increase will be needed to meet national and international needs.

Increase agribusiness by 40% impact on infrastructure, ports, roads, services. Driving productivity through technology.

Lifestyles are changing, people living longer especially in retirement this leads to population movements and geoshuffling – what age is old

Housing demands changing, households becoming smaller.

Affordable housing and lifestyle drives 'forever home seekers, home ownership levels decreasing

Impact of aging population

Fastest growing jobs in regional areas – care industry, trades, sales & health Increased working from home and use of apps.

Key points

- 1. World population set to grow by 25% over next 50 years will need food
- 2. Population shifts to 'near' urban areas for lifestyle
- 3. Regional Australia demands high standard of housing and services

Australian agribusiness relies on local towns to deliver critical service.

### BRENDAN MOON DISASTER RECOVERY Co-Ordinator General National Emergency Management Agency

Everyday counts, acts for resilience today Big challenges need bold decisions

NGA CONFERENCE REPORT 2025 CR SUE GEORGE

## Attachment 1 Conference Report - 2025 ALGA National General Assembly (NGA) - Councillor Sue George

Role of LG in disasters - LG essential for response and recovery to achieve best response Build back better

National emergency management agency

Acceleration of natural disasters

178 events in last 3 years

Anticipatory action

Supply chain vulnerabilities

Critical Infrastructure challenges

Warning systems

Capability remains an issue

Need fit for purpose disasters funding up to \$2.5b this year

Now spending \$4b on Reconstruction and betterment

Need to understand risks to community

What are the outcomes being achieved

Advocacy Coordination Engagement

### What are we doing at NEMA?



### Gavin Williams Chief Development Officer Regional and Remote nbn Co

Connectivity essential for rural and remote communities Demand for data increasing Upgrading fibre, increasing speed

### **DRIVING EFFICIENCY THROUGH TECHNOLOGY**

### Ingrid Stonehill CEO Katherine town council

Partnership with snap, send, solve

How to change council to be more productive, different perspectives e.g. tourists, customer, Use to identify assets e.g. trees

Process embedded so that transient workers can use

### **Matt Szymczak Industry CTO Telstra**

Digital readiness, educate on possibilities

Modernise legacy systems? Availability of replacement or adaptation, interoperability, variety of systems that are all different. Need to be agile, modularity criticality, include front line staff

Al changing data knowledge, different uses, practical uses, can work within your database, information, closed VS public environment, risk based

Copilot, ChatGPT, what tools are private, levels of permissions

Deep fake issues

Can clean up databases quickly

What jobs may go- agendas and minutes, can be trained, administrative tasks

Where does the data go, ensure only in Australia

## Jordan Gesundheit GM Snap send solve

free app to report issues Increase customer satisfaction, report includes metadata, what outcomes do you want to achieve, expectations Free webinars on technology

## Drought and community resilience Jackie Schirmer Uni of Canberra

Resilience

asking for help

No one right way

It can be difficult

Able to support others

Biggest challenge

Additional info

Program events initiative's

Local coordination

New organisation does not have Local context, knowledge

Detailed information on Singleton LGA available

## Building a stronger safer network: The future of regional road Infrastructure Vision zero network safety plans Kenn Beer Principal Engineer, Safe Systems Solutions

Network safety plan do we have one?

Charting a path to eliminating road deaths and serious injuries

Role of

- Infrastructure
- Vehicle design
- Human action
- Speed
- 1. Verify the vision
- 2 System assessment and
- 3.gap analysis
- 4. Priority matrix
- 6 system uplift

NGA CONFERENCE REPORT 2025 CR SUE GEORGE

7 capability and capacity uplift

Better mental health in regional communities Jenny May Commissioner National Rural Health

## The role of the National Rural Health Commissioner

- To bring real time information, challenges and opportunities to Assistant Minister McBride and work with her and the department on developing solutions.
- To be an engaged and reflective listener and to hear on multiple levels.
- To bridge the gap between local, regional and national with a focus on the systemic elements of health care
- To give thoughtful advice and drive the discourse to ensure we are working on solutions to provide equitable access to health care for rural Australians.



eoples' health and

. Support urgent and emerging priorities

Rural and remote matters

- · Equity matters
- · Generalism matters
- Place matters
- Difference Services
- Practioners

Modified Monash population size/towns – major differences with categories may result in poor service delivery

**Rural Community** 

- ✓ Higher rates of avoidable morbidity and lower rates of take up of preventative strategies
- ✓ Values of stoicism and resilience
- ✓ Lower rates of PHI and higher rates of socioeconomic disadvantage
- $\checkmark$  Reasonable expectations of access to appropriate acute and timely care and

#### Strengths

- ✓ Score better on indicators of life satisfaction and feelings of wellbeing
- ✓ Positive aspects of rural life and social connections
- ✓ Higher levels of civic participation, social cohesions, social capital and volunteering as well as informal support networks amongst neighbours, friends and community

Lived experience matters

Opportunity

1 national mental health workforce strategy

**Rural Generalist** 

Multidisciplinary teams, Training in smaller towns, Placed based training

I have a copy of the presentation if anyone is interested.

NGA CONFERENCE REPORT 2025 CR SUE GEORGE

### The National General Assembly opened on Wednesday 25 June 2025

#### DAY 1

The day opened with a **Welcome to Country by Selina Walker**, Co-Chair of the ACT Reconciliation Council highlighting the importance of Country, working together and collaboration.

**Matt Burnett President of ALGA** spoke on the important role Local Government plays in both the economy and society.

Productivity depends on LG, but local government needs financial Certainty to ensure sustainability, this needs to include increased untied financial support.

Housing pressures need enabling infrastructure 5yr fund

Road funding needs to be increased to:

- work toward a decrease road death,
- increase productivity,
- improve safety

Natural disasters - 60% of all LGA's have been declared disasters area in last 3 years, a Sustainable funding model for disasters assistance needs to be developed and focus on build back better

# The Hon Kristy McBain Minister for Regional Development, Local Government & Territories, Minister for Emergency Management focused on Disaster Management and Recovery.

Emergency management and LG are linked, any Emergency response should focus on:

- · Disaster ready fund
- Mitigate risk
- Recovery
- Place based support

LG sustainability is impacted by

- Changing nature of service delivery
- · Regulatory role infrastructure,
- Income limits
- Road Maintenance

### Dr Anne Webster Opposition spokesperson for Local Government spoke on:

- Need sustainability report completed
- Issues of communication, renewable energy projects, regional Australia future fund, universal service delivery for telecommunications, divestment of powers, nuclear energy

Her focus in this role would be

- Resume sustainability inquiry
- Financial Assistance Grants need solutions
- Local roads community infrastructure
- Energy agenda local issues need social licence
- Cultural heritage at which point many delegated started booing and walked out

## The Governor General Her Excellency the Honourable Ms Sam Mostyn AC the opened the

Conference, noting that last year's conference was her first official event after her investiture.

She spoke on the need for care, kindness and service

Recovery not resilience

How do we engage with democracy there is a need to reengage with civics especially young people

### Australia and the New Geoeconomic Landscape

Dr Merriden Varrall, Partner Geopolitics Australia Lead KPMG

This was a very interesting address, that went too fast covering a wide range of themes. Impact on local government

- Technology
- Infrastructure
- Climate change
- Social change
- 54% negative view
- Impact of change behaviour

We are in a Polycrisis

Rules of system are changing, people/governments feel threatened, geoeconomic order being overtaking by power

- 1. structural shifts in the international system- don't agree with the construction, BRICS want change v  ${\sf G7}$
- 2. breakdown in truth and trust/ rise in populism, trust in organisations decreasing Move from centre of politics, want alternatives, Challenging international norms
  - 3. geotechnology tech cold war, tech tools of power, Al tool of power, great divide between haves and have-nots
  - 4. Climate crisis growing tension between countries over resources eg water

Impact of population movements due to climate change

Mistrust between developing and developed countries

Trump symptomatic of changes, not the cause, broader phenomenon

Top risks to Australian businesses interconnected:

- If crisis hits, are we prepared, no long-term thinking
- Death of trust and truth
- Walls, moats and stranger danger

Economic logic challenged - efficiency, comparative advantage

Geopolitical logic -national security

Protection, energy sovereignty

**Implications** 

- Risk identification
- Risk monitoring
- Scenario modelling
- Strategy and action

NGA CONFERENCE REPORT 2025 CR SUE GEORGE

## Mark Bouris Business Leader and Finance Expert??

Structural change is here to stay

Change is faster

Since 2000's economy based on construction, interest rates important

1996 property and welfare of Australian, use interest rates, need inflation target 2-3%, security in decision making

COVID change in structure, increased spending led to inflation

Input in model for decision making.

He ten went on a long rant about measuring inflation, Economics 101, and had to be stopped as he ran out of time.

## Jason Clark From Big Picture to Local Action

An interesting thought provoking and very enjoyable talk before lunch.

- I know the problems
- I have ideas
- I have energy
- I can plan
- I know the barriers
- Frame conversations
- Sequence the discussions
- Quarantine the inputs

## Before doing anything:

- Is it actually a problem
- who thinks that
- Has it been solved
- What exactly is it what isn't it
- Why is it happening
- Where should we target our efforts

## Where should we focus our efforts:

- 1. Try the opposite
- 2. Redirect the energy
- 3. Soften the blow
- 4. Deconstruct start Again
- 5. Go with it
- 6. Look Again, it may a discovery
- 7. Give up



Following lunch Motions were debated.

#### DAY 2

Adapting together: local government leadership in a changing climate

- Keiran Power Nation Partners
- **Anna Reynolds Lord Mayor Hobart**
- Amanda Pugh Group Manager Community & Regional Prosperity Lockyer Vally **Regional Council**

Establishing typology of LG adaptation action

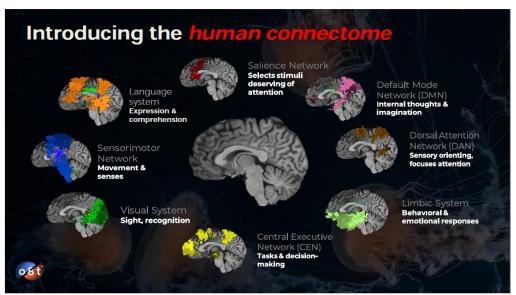
Role of LG in achieving Commonwealth government goals

- 1. climate adaptation urgent
  - Incremental
  - Transformation
  - · Critical for emergency management Why urgent

  - Escalating impacts
  - Existential threat to LG Adaptation response
  - Risk
  - Climate adaptation ongoing process
  - Remit to what extent can LG address the risk or opportunities
- 2. LG role unique irreplaceable nationally significant Response best use of strength, opportunities often lower cost Addressing stated national adaptation priorities Health and social support Infrastructure and built environment Natural environment Defence and national security
- 3. Has net economic and social benefits LG adaptation has net social and economic benefits \$400m pa on climate change adaptation 2.2 - 4.4b in NPV Investment benefits Report Available if anyone would like to read it.

AI FOR SOCIETY: SHAPING A BETTER TOMORROW navigating the new frontier Stephen Scheeler Founder CEO The Digital, Omniscient

Human conectome



Need to adapt to survive Your curiosity is your superpower Benefits of Multi Modal Al

- ✓ Combines different data types for richer insights
- ✓ More robust and adaptable to different scenarios
- ✓ Improved accuracy and performance
- ✓ Enhanced human like experiences through multiple interaction methods
- ✓ Can lead to new and innovative applications.
- Multi-modal AI is taking off
- · Assisting search is leveraging current actions
  - ✓ Leveraged Ai to understand queries and deliver personalised results
  - ✓ Dynamically adapts and learns from user interactions
  - ✓ Increased efficiency in finding relevant information
  - ✓ Reduced manual effort and time spent searching
- Agentic AI does things for you, rezoning, autonomy, learning and communication
- People will be more important than ever
- Al still misaligns on moral components
- Al Good at getting to what matters
   The rundown university courses on Al industry specific curiosity is most important

## Attachment 1 Conference Report - 2025 ALGA National General Assembly (NGA) - Councillor Sue George

Tim Golsby-Smith CEO, Co-Founder myLOT - focuses on planning to develop and assess planning proposals,

"myLot is AI that understands your planning system, it delivers planning expertise to your community and turbo charges your planners report writing"

The afternoon had 4 concurrent sessions:

- Emergency Management: Capability and Capacity
- Safer Roads
- Housing & Community Infrastructure
- Local Government Jobs and Skills

The link to the Listening sessions feedback is NGA-2025-Listening-Sessions-Report.pdf

### **EMERGENCY MANAGEMENT: CAPABILITY AND CAPACITY**

### Objectives

- Negative impact of fed government policy on LG
- Positive impact of federal government policy on local government
- Betterment funding, inconsistency between states
- Resilience home funding for relocation
- Insurance reforms, need to reflect mitigation measures need current data
- Need more effective monitoring
- Council to council support in emergency e.g. strike force that can go to affected area to assist
- Need accountability for decisions made by people from outside the area, need to include local knowledge especially in AIMES,
- Need for Long term support and mental
- health assistance after disaster, has high cost both social & \$
- Need to have multifaceted approach
- When does it become the responsibility of the community and individual
- Build social cohesion and local networks now, community will recover more quickly
- Volunteers critical part of community and numbers Decreasing how does a community manage this
- Integration of insurance companies with local emergency management, expedite deployment of services and resources

Debate on Motions continued after lunch. All motions put up be Singleton Council and the Hunter JO were passed without debate.

Thank you for the opportunity to attend and interesting and thought-provoking conference, it also enabled me to have lunch with Vicki Brereton. This is a conference worth attending. Cr Sue George

August 2025

Corporate and Commercial Services Report (Items for Information) - DCCS34/25

DCCS34/25. Minutes - Compliments, Complaints and Customer FILE: 23/00151

Review Committee - 29/07/2025

Author: Executive Assistant - Directors

## **Executive Summary**

The Compliments, Complaints and Customer Review Committee held its ordinary meeting on 29 July 2025. The minutes of the meeting are shown as **Attachment 1** for Council's information.

## FOR INFORMATION

## **Attachments**

**AT-1** Minutes - Compliments, Complaints & Customer Review Committee 29/07/2025

# MINUTES COMPLIMENTS COMPLAINTS & CUSTOMER EXPERIENCE REVIEW COMMITTEE 3:00PM - 4:00PM TUESDAY 29 JULY 2025

Present	Cr Sue Moore, Mayor (Chair) Cr Anne McGowan, Councillor Cr Mel McLachlan, Councillor Justin Fitzpatrick-Barr, General Manager Dwight Graham, Director Corporate & Community Services Melinda Curtis, Executive Director Nicole Rindal, Manager Community Experience & Events
In Attendance	Kirsten Torrance, Executive Assistant
Meeting Location	Committee Room & virtual via Microsoft Teams

## 1 Welcome and Apologies

- Welcome
- Acknowledgement of Country by Chair
- · Apologies Nil

### 2 Disclosure of Interests

Nil

### 3 Confirmation of Minutes

 The minutes of the Compliments Complaints & Customer Experience Review Committee meeting held on Tuesday 29 April 2025, were confirmed.

Moved: Cr Mel McLachlan Seconded: Cr Anne McGowan CARRIED

## 4 Matters arising from the Minutes

• Point 1 - Other Business

"Long trucks were not able to exit the carpark due to volunteers' cars parked at Gate 5" should read

"Long trucks were not able to exit the carpark due to cars parked at Gate 5".

## 5 Agenda Items

5.1 Compliments, Complaints and Customer Experience Committee Reporting Dashboard - Compliments - 1 July 2024 to 30 June 2025.

Nicole Rindal, Manager Community Experience and Events, presented a report on Compliments received from 1 August 2024 to 30 June 2025.

Nicole explained that at the time of reporting, "Open" compliments would still be with the Unit Manager for comment and feedback.

Page 1 Minutes of Compliments Complaints & Customer Experience Review Committee held on 29 July 2025

## Attachment 1

Minutes - Compliments, Complaints & Customer Review Committee 29/07/2025

# MINUTES COMPLIMENTS COMPLAINTS & CUSTOMER EXPERIENCE REVIEW COMMITTEE 3:00PM - 4:00PM TUESDAY 29 JULY 2025

## 5.2 Compliments, Complaints and Customer Experience Committee Reporting Dashboard - Concerns – 5 August 2024 to 30 June 2025.

Nicole Rindal, Manager Community Experience and Events, presented an overview of concerns received for the period 5 August 2024 to 30 June 2025.

Concerns are received through varying methods, including Voice of the Customer (VoC) surveys, phone calls and in-person feedback. Infrastructure Directorate concerns usually result in a CRM (e.g. reporting a pothole) and approximately 50% of concerns are monitored for recurring themes.

A concern lodged around who can speak during public forum and the timing of lodging requests to speak has been reviewed, and an improvement identified. A new model around the public forum is currently being developed for public exhibition and endorsement following feedback.

Discussion around two concerns currently opened. Nicole to investigate and provide details to Cr McGowan offline outside of this meeting.

Discussion around noise concerns received relating to music events and/or rave parties. These are difficult to follow up when the source of concern is anonymous.

### 5.3 Complaints Received January 2025 to July 2025

Mel Curtis, Executive Director, presented an overview of complaints received for the period 1 January 2025 to 18 July 2025.

Discussion around complaint regarding the tree issue, which has progressed to a Level 2 Complaint. Issues to be address include the fence line, the integrity of the tree, safety, privacy, etc. and Council will follow appropriate Governance to establish a clear process.

Complaints vs concerns were discussed. Complaints managed through Ombudsman process. Looking at ways to link concerns and complaints & trigger points.

Council is currently reviewing their complaints guidelines in line with the NSW Ombudsman complaints framework review.

## 5.4 Compliments, Complaints and Customer Experience Committee - CX Update - 1 July 2024 to 30 June 2025.

Nicole Rindal, Manager Community Experience and Events, presented a summary on Customer Experience (CX) performance for the period 1 July 2024 to 30 Jule 2025.

Page 2 Minutes of Compliments Complaints & Customer Experience Review Committee held on 29 July 2025

SINGLETON

### **MINUTES**

## COMPLIMENTS COMPLAINTS & CUSTOMER EXPERIENCE REVIEW COMMITTEE 3:00PM - 4:00PM TUESDAY 29 JULY 2025

Council has met target of 85% customer satisfaction, noting confidence and trust can be difficult to measure. This result is slightly down from last year (86%), but is still a positive result. Net promoter is high.

The CX dashboard indicated there were 3327 survey results, noting customers are satisfied with the events Council offers, bulk waste, etc. Survey results indicated dissatisfaction around Water and Sewer, Development Applications and some areas of Infrastructure.

Discussion around methods to increase survey response rates, noting the community is survey fatigued. Council staff are working on discerning statistical validity and obtaining responses from the community who have had a positive experience.

Survey measures were implemented at sporting clubs in April 2025, with A-frames, QR codes, etc. Nicole will liaise with Amanda McMahon (Coordinator Recreation & Facilities) to confirm their locations and with the Comms Team for promotion to sporting groups.

Council receives and offers survey opportunities and responses in varying ways, dependent on events, areas, etc.

Individual Business Units have a CX Power BI dashboard for regularly reviewing customer feedback. It was noted that there has been a 12% increase in survey responses compared to the same period, prior year.

Council has held three (3) kiosk events, providing an extra feedback experience.

A customer excellence review has been completed on the event application process with helpful and relevant feedback, highlighting areas for improvement. The next CX Review will be on the Rates function.

FOGO data briefly presented and discussed.

## 5.5 Complaints Handling Policy Update

Mel Curtis, Executive Director, presented an update on the draft Complaints Handling Policy. The NSW Ombudsman are undertaking a review of the complaints handling framework, and Council staff are undertaking an internal service review to evaluate the policy's effectiveness and identify areas for improvement.

We will provide the Committee with a detailed report on the outcomes of the internal service review at the next meeting.

#### 6 Other Business

- Council officers to liaise with Singleton Showground regarding parking issues at events.
- The gates at Singleton Showground need to be opened during the NAIDOC Community Event, as everyone was entering and leaving via one gate, presenting a traffic and safety issue.

Page 3 Minutes of Compliments Complaints & Customer Experience Review Committee held on 29 July 2025

# MINUTES COMPLIMENTS COMPLAINTS & CUSTOMER EXPERIENCE REVIEW COMMITTEE 3:00PM - 4:00PM TUESDAY 29 JULY 2025

## 7 Action List

Pulse/Action No	Meeting Date	Action	Responsible Officer	Due Date
CCCX25-01	29/07/2025	Liaise with Cr McGowan on two (2) open Concerns in the 'Concerns Report'.	N Rindal	28/10/2025
CCCX25-02	29/07/2025	Liaise with Singleton Showground regarding parking.	N Rindal	28/10/2025
CCCX25-03	29/07/2025	Liaise with Singleton Showground regarding the showground gates during NAIDOC.	N Rindal	28/10/2025
CCCX25-04	29/07/2025	Follow up with Amanda McMahon regarding survey signage at sporting fields.	N Rindal	28/10/2025

## 8 Next Meeting

Tuesday 28 October 2025, 3:00pm.

The meeting closed at 3:53pm.

Cr Sue Moore, Mayor Chair

Page 4 Minutes of Compliments Complaints & Customer Experience Review Committee held on 29 July 2025

**FILE:** 24/00361

Corporate and Commercial Services Report (Items for Information) - DCCS36/25

DCCS36/25. Minutes - Singleton Aboriginal Reconciliation

Committee - 05/08/2025

Author: Executive Assistant - Directors

## **Executive Summary**

The Singleton Aboriginal Reconciliation Committee held its ordinary meeting on 5 August 2025. The minutes of the meeting are shown as **Attachment 1** for Council's information.

## FOR INFORMATION

## **Attachments**

**AT-1** Minutes - Aboriginal Reconciliation Committee Meeting 05/08/2025



In Attendance	Cr Danny Thompson, Councillor – Singleton Council (Chair) Cr Peree Watson, Councillor – Singleton Council Virtual Renee MacDonald, Community & AECG School Representative Uncle Warren Taggart, Community Representative Rebel Fay, Youth Delegate Miley MacDonald, Youth Delegate WO Mary-Anne Holland, School of Infantry Representative Virtual Dwight Graham, Director Corporate & Community Services – Singleton Council Nicole Rindal, Manager Community Experience & Events - Singleton Council Kellie Payne, Senior Community Development Specialist (Acting) – Singleton Council Kirsten Torrance, Executive Assistant – Singleton Council Debbie Fleming, Geographical Information Systems Officer – Singleton Council Mark Wiblen, Manager Corporate Services – Singleton Council Karen Varker, Coordinator Economic Development – Singleton Council Sean Blackford, Coordinator Waste Management Environments &
	Projects – Singleton Council <i>Virtual</i> Amanda McMahon, Coordinator Recreation & Facilities – Singleton  Council
	Tobias Spitzer, Public Art & Project Officer – Singleton Council
Meeting Location	Committee Room & virtual via Microsoft Teams

## 1 Welcome and Apologies

- Welcome Rebel and Miley introduced themselves as this was the first meeting for our new Youth delegates.
- · Welcome to Country by Uncle Warren Taggart
- Apologies Malcolm Franks
- Absent Aunty Jean Hands, De-anne Douglas, WO Michael Morton

## 2 Disclosure of Interests

Nil

## 3 Confirmation of Minutes

 The minutes of the Singleton Aboriginal Reconciliation Committee meeting held on Tuesday 6 May 2025, were confirmed.

Moved: Uncle Warren Taggart Seconded: Nicole Rindal

**CARRIED** 

Page 1



4 Matters arising from the Minutes Nil.

## 5 Agenda Items

## 5.1 Endorsement of the proposed Aboriginal road names

Debbie Fleming, Geographical Information Systems Officer, presented on the project undertaken by Council to compile a Road Naming List of Aboriginal names.

At its May 2025 meeting, the Committee requested Council seek advice and feedback from Aunty Sharon on the list of names and bring the revised list back to the Committee at this meeting.

Aunty Sharon was invited to conduct a further edit on the list of names and the final list was presented to the Committee. Committee members noted this has been a thorough and robust process.

Council has confirmed that space will be available on signage for translational text.

#### Recommendation:

That the Singleton Aboriginal Reconciliation Committee endorses the proposed road names and refers the endorsed list to the Wanaruah Aboriginal Land Council for their review and approval, before the names are added to the pre-approved names list and presented to Council for approval.

Moved: Renee MacDonald Seconded: Uncle Warren Taggart
All in favour CARRIED

## 5.2 Singleton Hunter Valley Website

Karen Varker, Coordinator Economic Development, presented on the Singleton Hunter Valley website, a project to be launched in October 2025. The website is an external facing website to promote Singleton, aiming to attract people to live, work, play and invest in Singleton. The website domain is SingletonHunterValley.com.au

The four pillars of the website are live, work, play and invest. Council will be working with local businesses on a 'Jobs Board' to list job vacancies within the region, promoting local employment. The website is linked to the Australian Tourism Data Warehouse (ATDW). The site will include interactive maps of businesses and Tourism destinations across the LGA and builds on the Super Easy Singleton campaign.

Committee members discussed access to the Baiame Caves. Dwight will liaise with Infrastructure Services regarding the access road to the caves.

Committee members provided feedback around the Infantry Museum, the Flag

Page 2



Station and the website reflecting more multicultural representation in its imagery. It was noted this is a first pass of the site and is still under construction. Council staff will check the appropriate Acknowledgement of Country has been used. All feedback was noted and received with thanks.

Karen explained the process for listing organisations and businesses on the website.

Karen left the meeting at 4:08pm

## 5.3 Information and update on the Environmental Impact Statement for the future extension of the Singleton Waste Management Facility.

Sean Blackford, Coordinator Waste Management Environments and Projects, presented on the progress of an Environmental Impact Statement (EIS) for future extension of the Singleton Waste Management Facility.

A public notice inviting interested parties to provide feedback and assist in assessing the cultural significance of the study area will be published in the Singleton Argus on 7 August 2025 and the Hunter River Times on 8 August 2025.

This information has been forwarded to the Aboriginal Land Council as part of their consultation process.

Sean left the meeting at 4:15pm.

## 5.4 Gowrie Park Masterplan

Amanda McMahon, Coordinator Recreation & Facilities, presented on the Gowrie Park concept Masterplan.

There is no longer a BMX Club in Singleton and the old BMX track is overgrown and requires maintenance. Council has received reports from the community of antisocial behaviour along with requests for upgrades of the site.

Amanda presented photos of the existing site, results of the consultation & an overview of the Masterplan. Feedback regarding the existing park has identified the need for facilities for youth, improvement to amenities and upgrades to the existing playground.

The Masterplan will be presented to Council at the August 2025 meeting for consideration to place on public exhibition for review and feedback.

## 5.5 Update on Heuston Apex Lookout Park Master Plan

Amanda McMahon, Coordinator Recreation & Facilities, presented on the PA Heuston

Page 3



Apex Lookout concept Masterplan.

Council has received reports from the community around antisocial behaviour and requests to upgrade facilities. Consultation showed that the lookout is frequented but the viewing platform is not very accessible. The Masterplan is to improve access, upgrade and relocate amenities, upgrade the walking trail, signage, seating, shelter, and introduce a new trailhead.

The Masterplan will be presented to Council at the August 2025 meeting for consideration to place on public exhibition for review and feedback.

Amanda left the meeting at 4:40pm

## 5.6 Sculpture Courtyard Activation Project - Singleton Arts & Cultural Centre

Tobias Spitzer, Public Art and Project Officer, presented on an upcoming sculpture installation project at the Singleton Arts & Cultural Centre (SACC), aimed at revitalising the currently underutilised courtyard area at the gallery entrance.

The project is supported by NSW Government funding through the Resources for Regions Round 9 activation grant. As the sculptures have particular specifications (e.g. size, materials, durability, etc.) and the funding is to be acquitted by November 2025, the artwork will be procured to meet the tight timeframes. There has been consultation around other public artwork as time and resources permit.

Tobias presented on the Shadowgram Bike Rack project, inspired by shadowgram images of local people made in Bourkes Arcade as part of the Living Laneways activation. Three Shadowgram bike racks have been installed in front of the SACC along with another 3 installed at Singelton Library. Explanatory (bike parking) signage to be installed in due course.

## 5.7 Reconciliation Flag Raising Ceremony and NAIDOC Community Day 2025

Kellie Payne, Senior Community Development Specialist (Acting), presented an update on the Reconciliation Flag Raising Ceremony held on Thursday 29 May, the NAIDOC Community Day held on 9 July 2025, and Wonnarua NAIDOC Gala Day held on Saturday 13 July 2025.

Reconciliation Flag Raising - 29 May 2025

- 161 attended in person
- More than 13,000 livestreams views were recorded
- Committee members provided feedback regarding positioning of the microphone and speakers for event playback.

NAIDOC Community Day - 9 July 2025

Page 4



- A total of 68 service providers, organisations and businesses participated in the event.
- The event was a great success, with over 2,000 in attendance

## Wonnarua NAIDOC Gala Day - 13 July 2025

The day was a great success with approximately 700 people in attendance.

It was noted to allow 12 weeks' notice to apply for Defence support at Council events.

## 5.8 Notification of Consultation to Aboriginal Reconciliation Advisory Committee about Hunterview Riverbank Rehabilitation Project with Vertus Heritage

Nicole Rindal, Manager Community Experience & Events, presented on contact received from Virtus Heritage regarding the proposed *Hunterview Riverbank Rehabilitation Project* within the Singleton LGA.

Virtus Heritage is seeking expressions of interest from Aboriginal peoples who hold cultural knowledge relevant to the project area. As registration for interest closed prior to this meeting, details have previously been shared with the Committee.

## 6 Other Business

- Renee will share the link to the NASCA 50/50 Raffle to the Committee.
- Cr Watson welcomed the newest committee members and thanked Cr Thompson for chairing today's meeting.
- The next meeting for this committee is scheduled for Melbourne Cup Day. Council staff will confirm an alternate meeting date with the Committee.
- Uncle Warren is very proud to share that Kerri-Anne was funded to attend the 2025 Darwin Aboriginal Art Fair and will be a featured artist at the NSW stall.

## 7 Action List

Pulse/Action No	Meeting Date	Action	Responsible Officer	Due Date
ABR25-05		Liaise with Infrastructure Services regarding access to the Baiame Caves.	D Graham	04/11/2025
ABR25-06	05/08/2025	Confirm alternate meeting	K Torrance	07/10/2025

Page 5



date for November meeting.

## 8 Next Meeting

• Tuesday 4 November 2025, 3:30pm – 5:00pm (to be rescheduled)

The meeting closed at 5:05pm.

**Cr Danny Thompson** 

Chair

**FILE: 25/00405** 

Corporate and Commercial Services Report (Items for Information) - DCCS35/25

## 35. Investment Report - August 2025

**Author:** Finance Officer - Treasury

Chief Financial Officer

## **Executive Summary**

In accordance with clause 212 of the *Local Government (General) Regulation, 2021* the following funds are invested under section 625 of the *Local Government Act, 1993* as at 31 August 2025.

## FOR COUNCIL'S INFORMATION

## Report

For the last 12 months to 31 August 2025, the investment portfolio returned 6.37% versus the bank bill index benchmark's 4.25%.

Council's total portfolio of investments was \$131.175 million with an additional \$6.068 million held in Council's operational account as of 31 August 2025.

Without marked-to-market influences, Council's investment portfolio yielded 4.32% pa for the month. This is based on the actual interest rates being received on investments and excludes the underlying changes to the market values of the bonds and TCorp growth fund.

During August, Council had \$4.0 million in deposits mature. Council invested a total of \$10.0m during the month, due to one (1) large maturity redeemed from Council's investment portfolio. These investments were made to take advantage of attractive rates, in response to the interest rate cut which occurred during the month, with further rate cuts predicted in due course. These new investments are detailed in the following table:

Amount	Investment Type	Period	Rate
\$1,000,000	Term Deposit	356 Days	4.13%
\$3,000,000	Floating Rate Note	1617 Days	4.9317%
\$3,000,000	Term Deposit	154 Days	4.30%
\$500,000	Term Deposit	155 Days	4.30%
\$500,000	Term Deposit	183 Days	4.30%
\$1,000,000	Term Deposit	307 Days	4.25%
\$1,000,000	Term Deposit	210 Days	4.15%

The NSW TCorpIM Long Term Growth Fund recorded another strong result during the month, with a gain of 1.47% for August. The return was reflective of the gains in both the domestic and international share markets, along with improved valuations on fixed rate bonds and floating rate notes due to interest rates declining.

Corporate and Commercial Services Report (Items for Information) - DCCS35/25

Council has a well-diversified portfolio invested predominantly among a range of term deposits and senior ranked bonds from highly rated Australian bank issuers. Council also has exposure to growth classes, including listed property and international and domestic shares, via NSW TCorp's Long Term Growth Fund. It is expected that Council's portfolio will achieve above benchmark returns over the medium/long term with prudent investment selection and holding the securities for the recommended time horizons of their asset classes. However, short-term fluctuations should be expected.

The TCorpIM Long Term Fund's investment strategy is to provide high exposure to growth assets, with a high return potential over the long term, with a high risk of negative annual returns. The investment object is to provide returns of CPI +3.5% pa over rolling 10-year periods. Council's investment in TCorp's IM Funds (long-term) is 24% of its portfolio. Council can therefore expect some fluctuations to its portfolio returns.

The size of the investment portfolio varies from month to month as a result of cash flow for the period. Cash outflows (expenditure) are typically relatively stable from one month to another. Cash inflows (income) are cyclical and are largely dependent on the rates instalment due dates and the timing of grant payments, including receipts of the Financial Assistance Grant.

**Attachment 1** to this report provides Council's Investment Summary Report for August 2025.

## **Certification by the Responsible Accounting Officer:**

In accordance with clause 212(1)(b) of the *Local Government (General) Regulation*, 2021 the investments listed in this report have been made in accordance with:

- i) the Local Government Act, 1993
- ii) the Regulations, and
- iii) Council's Investment Policy.

### **Attachments**

AT-1 Singleton Investment Report - August 2025



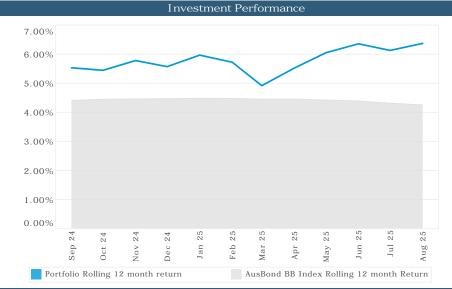
Investment Summary Report August 2025

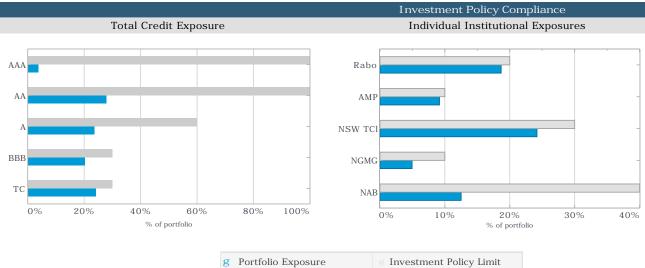


## Singleton Council Executive Summary - August 2025



Investment Holdings								
Current								
Value (\$)								
8,876,259								
8,638,027								
32,037,303								
31,736,857								
50,000,000								
31,288,447								





	Face	ice Value Poli				
		(\$)		Max		
Between 0 and 1 years	96,	374,884	73%	100%	а	
Between 1 and 10 years	34,	800,000	27%	80%	а	
	131,1	74,884				

Term to Maturities

Specific Sub Limits				
Between 3 and 10 years	7,400,000	6%	50%	а
Between 5 and 10 years	0	0%	25%	а



## Singleton Council Executive Summary - August 2025



## Singleton Council Investment Holdings Report - August 2025



Cash Accounts						
Face C	Current	Institution	Credit	Current	Deal	Reference
Value (\$) Ra	ate (%)	Thistitution	Rating	Value (\$)	No.	
1,242,333.30 4	1.2500%	AMP Bank	BBB+	1,242,333.30	540079	31d Notice
1,983,468.84 3	3.9000%	Macquarie Bank	A+	1,983,468.84	540145	Accelerator
5,412,225.11 3	3.7000%	National Australia Bank	AA-	5,412,225.11	546234	Prof Acct
8,638,027.25 3.8	8250%			8,638,027.25		

Managed Funds							
Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
31,736,856.96	1.4731%	NSW T-Corp (LT)	TCl	Long Term Growth Fund	31,736,856.96	544559	
31,736,856.96	1.4731%				31,736,856.96		

Term Depo	sits										
Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
4-Sep-25	1,000,000.00	4.8700%	Rabobank Australia	A	1,000,000.00	14-Feb-25	1,026,551.51	545792	26,551.51	At Maturity	
18-Sep-25	1,000,000.00	4.7000%	National Australia Bank	AA-	1,000,000.00	13-Mar-25	1,022,147.95	545919	22,147.95	Annually	
25-Sep-25	1,000,000.00	4.1300%	Commonwealth Bank of Australia	AA-	1,000,000.00	31-Jul-25	1,003,620.82	546296	3,620.82	At Maturity	
8-Oct-25	2,000,000.00	5.1000%	Rabobank Australia	A	2,000,000.00	5-Dec-24	2,075,452.05	545676	75,452.05	At Maturity	
9-Oct-25	1,000,000.00	4.2800%	National Australia Bank	AA-	1,000,000.00	11-Jul-25	1,006,097.53	546258	6,097.53	Annually	
20-Oct-25	1,000,000.00	5.0500%	AMP Bank	BBB+	1,000,000.00	22-Jan-25	1,030,715.07	545746	30,715.07	At Maturity	
23-Oct-25	1,000,000.00	4.8000%	Suncorp Bank	AA-	1,000,000.00	18-Mar-25	1,021,961.64	545935	21,961.64	At Maturity	
6-Nov-25	1,000,000.00	4.5000%	AMP Bank	BBB+	1,000,000.00	11-Jun-25	1,010,109.59	546150	10,109.59	At Maturity	
27-Nov-25	1,000,000.00	4.3000%	AMP Bank	BBB+	1,000,000.00	26-Jun-25	1,007,893.15	546213	7,893.15	At Maturity	
4-Dec-25	2,000,000.00	4.3500%	Bank of Queensland	A-	2,000,000.00	5-Jun-25	2,020,975.34	546137	20,975.34	At Maturity	
4-Dec-25	2,000,000.00	4.3700%	Rabobank Australia	A	2,000,000.00	2-Jun-25	2,021,790.14	546106	21,790.14	At Maturity	
17-Dec-25	1,000,000.00	4.1700%	Rabobank Australia	A	1,000,000.00	23-Jul-25	1,004,569.86	546282	4,569.86	At Maturity	
18-Dec-25	1,000,000.00	4.3000%	AMP Bank	BBB+	1,000,000.00	24-Jul-25	1,004,594.52	546286	4,594.52	At Maturity	
18-Dec-25	2,000,000.00	4.3800%	Rabobank Australia	A	2,000,000.00	26-Jun-25	2,016,080.00	546212	16,080.00	At Maturity	



## Singleton Council Investment Holdings Report - August 2025



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
8-Jan-26	500,000.00	4.3000%	AMP Bank	BBB+	500,000.00	6-Aug-25	501,531.51	546308	1,531.51	At Maturity	
8-Jan-26	1,000,000.00	4.7500%	Bank of Queensland	A-	1,000,000.00	20-Mar-25	1,021,472.60	545941	21,472.60	At Maturity	
13-Jan-26	3,000,000.00	4.3000%	AMP Bank	BBB+	3,000,000.00	12-Aug-25	3,007,068.49	546330	7,068.49	At Maturity	
29-Jan-26	2,000,000.00	4.9500%	AMP Bank	BBB+	2,000,000.00	29-Jan-25	2,058,315.07	545757	58,315.07	At Maturity	
5-Feb-26	500,000.00	4.3000%	Rabobank Australia	A	500,000.00	6-Aug-25	501,531.51	546307	1,531.51	At Maturity	
5-Feb-26	2,000,000.00	4.4500%	Rabobank Australia	A	2,000,000.00	9-Jul-25	2,013,167.12	546249	13,167.12	At Maturity	
10-Feb-26	2,000,000.00	4.3400%	Suncorp Bank	AA-	2,000,000.00	11-Jun-25	2,019,500.27	546156	19,500.27	At Maturity	
19-Mar-26	2,000,000.00	4.2700%	Rabobank Australia	A	2,000,000.00	5-Jun-25	2,020,589.59	546135	20,589.59	At Maturity	
26-Mar-26	1,000,000.00	4.1500%	Westpac Group	AA-	1,000,000.00	28-Aug-25	1,000,454.79	546390	454.79	At Maturity	
8-Apr-26	2,000,000.00	4.7500%	National Australia Bank	AA-	2,000,000.00	7-Feb-25	2,053,616.44	545780	53,616.44	Annually	
30-Apr-26	2,000,000.00	4.1500%	Rabobank Australia	A	2,000,000.00	5-Jun-25	2,020,010.96	546136	20,010.96	At Maturity	
21-May-26	2,000,000.00	4.2700%	Suncorp Bank	AA-	2,000,000.00	16-Jun-25	2,018,015.89	546169	18,015.89	At Maturity	
4-Jun-26	1,000,000.00	4.2500%	Rabobank Australia	A	1,000,000.00	1-Aug-25	1,003,609.59	546297	3,609.59	At Maturity	
9-Jul-26	1,000,000.00	4.2000%	Rabobank Australia	A	1,000,000.00	19-Jun-25	1,008,515.07	546183	8,515.07	Annually	
23-Jul-26	2,000,000.00	4.0800%	Rabobank Australia	A	2,000,000.00	26-Jun-25	2,014,978.63	546209	14,978.63	Annually	
13-Aug-26	1,000,000.00	4.1300%	Westpac Group	AA-	1,000,000.00	22-Aug-25	1,001,131.51	546375	1,131.51	At Maturity	
10-Sep-26	1,000,000.00	4.2300%	Rabobank Australia	A	1,000,000.00	9-Jul-25	1,006,258.08	546250	6,258.08	Annually	
23-Sep-26	1,000,000.00	4.1000%	National Australia Bank	AA-	1,000,000.00	24-Jul-25	1,004,380.82	546285	4,380.82	Annually	
26-Nov-26	2,000,000.00	4.0800%	Rabobank Australia	A	2,000,000.00	26-Jun-25	2,014,978.63	546210	14,978.63	Annually	
10-Dec-26	1,000,000.00	4.2300%	Rabobank Australia	A	1,000,000.00	9-Jul-25	1,006,258.08	546251	6,258.08	Annually	
25-Mar-27	2,000,000.00	3.9500%	Rabobank Australia	A	2,000,000.00	26-Jun-25	2,014,501.37	546211	14,501.37	Annually	
	50,000,000.00	4.3864%			50,000,000.00		50,582,445.19		582,445.19		

Floating Ra	Floating Rate Notes											
Maturity Date	Face Current Value (\$) Rate (%)	Security Name	Credit Rating	Purchase Purchase Price (\$) Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Refe Date	rence			
4-Mar-26	2,500,000.00 4.3414%	NPBS Snr FRN (Mar26) BBSW+0.63%	BBB+	2,500,000.00 4-Mar-21	2,526,864.70	540982	26,464.70	4-Sep-25				
24-Aug-26	1,600,000.00 3.9647%	NAB Snr FRN (Aug26) BBSW+0.41%	AA-	1,600,000.00 24-Aug-21	1,601,744.57	541750	1,216.57	24-Nov-25				



## Singleton Council Investment Holdings Report - August 2025



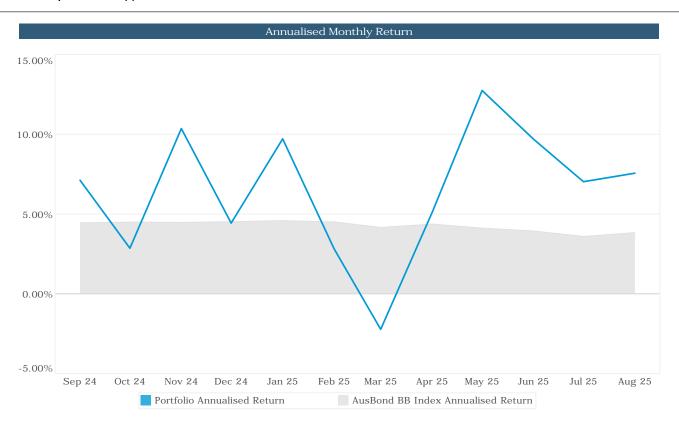
Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
15-Sep-26	1,500,000.00	4.1938%	SUN Snr FRN (Sep26) BBSW+0.48%	AA-	1,500,000.00	15-Sep-21	1,513,780.79	541879	13,270.79	15-Sep-25	
23-Oct-26	1,200,000.00	5.2900%	GSB Snr FRN (Oct26) BBSW+1.60%	BBB+	1,200,000.00	23-Jan-24	1,219,067.11	544801	6,956.71	23-Oct-25	
27-Oct-26	1,000,000.00	4.5010%	BoQ Snr FRN (Oct26) BBSW+0.80%	A-	1,000,000.00	21-Oct-21	1,008,176.03	542004	4,316.03	27-Oct-25	
30-Oct-26	2,000,000.00	5.2018%	BOz Snr FRN (Oct26) BBSW+1.50%	BBB+	2,020,540.00	7-Jun-24	2,023,895.99	545154	9,405.99	30-Oct-25	
23-Dec-26	1,000,000.00	4.0739% 0	BA Green Snr FRN (Dec26) BBSW+0.41%	AA-	1,000,000.00	23-Sep-21	1,007,722.96	541918	7,812.96	23-Sep-25	
14-Jan-27	2,000,000.00	4.4168%	CBA Snr FRN (Jan27) BBSW+0.70%	AA-	2,000,000.00	14-Jan-22	2,019,018.81	542237	11,858.81	14-Oct-25	
25-Jan-27	1,000,000.00	4.4197%	WBC Snr FRN (Jan27) BBSW+0.70%	AA-	1,000,000.00	25-Jan-22	1,008,181.33	542257	4,601.33	27-Oct-25	
25-Jan-27	1,800,000.00	4.4997%	SUN Snr FRN (Jan27) BBSW+0.78%	AA-	1,800,000.00	25-Jan-22	1,814,876.31	542262	8,432.31	27-Oct-25	
8-Feb-27	1,400,000.00	5.2675%	HPC Snr FRN (Feb27) BBSW+1.60%	BBB+	1,400,000.00	8-Feb-24	1,420,794.99	544823	4,848.99	10-Nov-25	
10-Feb-27	1,000,000.00	4.6577%	NPBS Snr FRN (Feb27) BBSW+1.00%	BBB+	996,250.00	28-May-24	1,005,449.77	545104	2,679.77	10-Nov-25	
14-May-27	600,000.00	4.6120%	BEN Snr FRN (May27) BBSW+1.00%	A-	600,000.00	14-May-24	605,120.65	545078	1,364.65	14-Nov-25	
21-Jun-27	1,000,000.00	4.9639%	TMB Snr FRN (Jun27) BBSW+1.30%	BBB+	1,000,000.00	21-Jun-24	1,018,699.81	545188	9,519.81	22-Sep-25	
13-Sep-27	1,000,000.00	5.0475%	AusW Snr FRN (Sep27) BBSW+1.33%	Baa2	1,000,000.00	13-Sep-24	1,011,063.01	545463	11,063.01	15-Sep-25	
13-Sep-27	1,300,000.00	4.9875%	AMP Snr FRN (Sep27) BBSW+1.27%	BBB+	1,300,000.00	13-Sep-24	1,321,542.96	545482	14,210.96	15-Sep-25	
14-Dec-27	1,100,000.00	4.9638%	SUN Snr FRN (Dec27) BBSW+1.25%	AA-	1,100,000.00	14-Dec-22	1,126,104.74	543634	11,518.74	15-Sep-25	
15-May-28	1,500,000.00	5.1120%	MMB Snr FRN (May28) BBSW+1.50%	ВВВ	1,500,000.00	14-May-25	1,503,781.48	546024	3,781.48	14-Nov-25	
22-Mar-29	2,000,000.00	4.5639%	NAB Snr FRN (Mar29) BBSW+0.90%	AA-	2,000,000.00	15-Mar-24	2,031,345.37	544957	17,505.37	22-Sep-25	
21-Jan-30	3,000,000.00	4.9317%	NPBS Snr FRN (Jan30) BBSW+1.25%	BBB+	3,023,670.00	14-Aug-25	3,027,974.50	546339	17,024.50	21-Oct-25	
18-Mar-30	2,400,000.00	4.5294%	NAB Snr FRN (Mar30) BBSW+0.83%	AA-	2,400,000.00	18-Mar-25	2,432,287.17	545902	22,336.77	18-Sep-25	
	31,900,000.00	4.6829%			31,940,460.00		32,247,493.05		210,190.25		

Fixed Rate	e Bonds								
Maturity	Face Current	Security Name	Credit	Purchase Purchase	Current	Deal	Accrued	Purchase	Reference
Date	Value (\$) Rate (%)	Security Name	Rating	Price (\$) Date	Value (\$)	No.	Interest (\$)	Yield	Reference
11-Nov-25	1,900,000.00 4.9000%	WBC Snr Bond (Nov25) 4.90%	AA-	1,895,288.00 11-Nov-22	1,931,649.11	543536	28,489.62	4.99000%	
15-Jun-26	2,000,000.00 1.0000%	NT T-Corp Bond (Jun26) 1.00%	Aa3	2,000,000.00 12-Feb-21	2,004,230.77	541004	4,230.77	1.00000%	
24-Aug-26	5,000,000.00 3.2500%	SUN Cov Bond (Aug26) 3.25%	AAA	5,527,000.00 28-Apr-21	4,976,207.92	541284	3,107.92	1.30500%	
	8,900,000.00 3.0966%			9,422,288.00	8,912,087.80		35,828.31	2.0231%	



## Singleton Council Investment Performance Report - August 2025



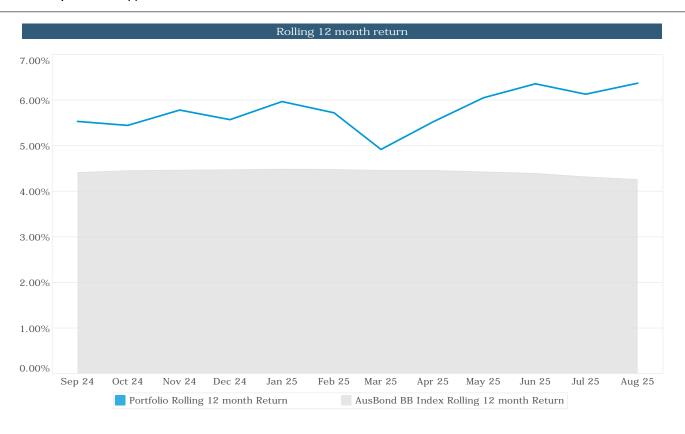


Historical Performance Summary (% pa)									
	Portfolio	Annualised BB Index	Outperformance						
Aug 2025	7.56%	3.84%	3.72%						
Last 3 months	8.07%	3.79%	4.28%						
Last 6 months	6.54%	4.00%	2.54%						
Financial Year to Date	7.29%	3.72%	3.57%						
Last 12 months	6.37%	4.25%	2.12%						



## Singleton Council Investment Performance Report - August 2025



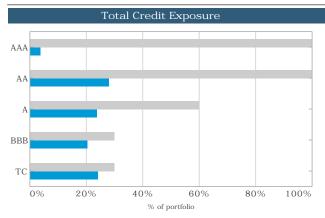


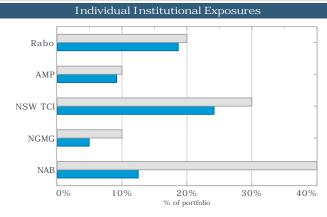
Historical Performance Summary (% actual)									
	Portfolio	Annualised BB Index	Outperformance						
Aug 2025	0.62%	0.32%	0.30%						
Last 3 months	1.98%	0.94%	1.04%						
Last 6 months	3.24%	2.00%	1.24%						
Financial Year to Date	1.20%	0.62%	0.58%						
Last 12 months	6.37%	4.25%	2.12%						

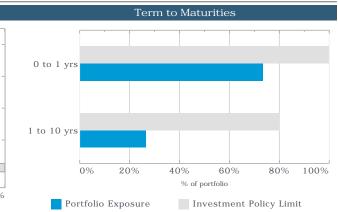


## Singleton Council Investment Policy Compliance Report - August 2025









Credit Rating Group	Face		Policy	
credit Rating Group	Value (\$)		Max	
AAA	5,000,000	4%	100%	а
AA	36,712,225	28%	100%	а
A	31,083,469	24%	60%	а
BBB	26,642,333	20%	30%	а
TC	31,736,857	24%	30%	а
	131,174,884			

Institution	% of	Invest	tment
Histitution	portfolio	Policy	Limit
Rabobank Australia (A)	19%	20%	a
AMP Bank (BBB+)	9%	10%	а
NSW T-Corp (TCl)	24%	30%	а
Newcastle Greater Mutual Group (BBB+)	5%	10%	а
National Australia Bank (AA-)	13%	40%	а
Suncorp Bank (AA-)	7%	40%	а
Bank Australia (BBB+)	2%	10%	а
Bank of Queensland (A-)	3%	20%	а
Maitland Mutual Limited (BBB)	1%	10%	а
Heritage and People's Choice (BBB+)	1%	10%	а
Suncorp Bank Covered (AAA)	4%	40%	а
Westpac Group (AA-)	4%	40%	а
Great Southern Bank (BBB+)	1%	10%	а

	Face		Policy	
	Value (\$)		Max	
Between 0 and 1 years	96,374,884	73%	100%	а
Between 1 and 10 years	34,800,000	27%	80%	а
	131,174,884			

Specific Sub Limits				
Between 3 and 10 years	7,400,000	6%	50%	а
Between 5 and 10 years	0	0%	25%	а



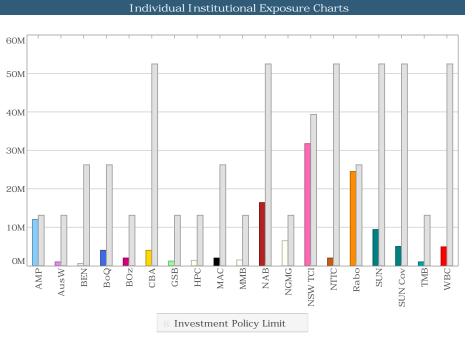
a = compliant r = non-compliant

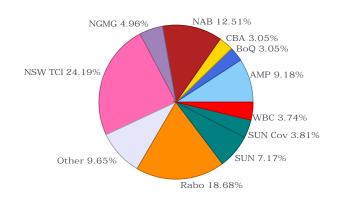
## Singleton Council

## Individual Institutional Exposures Report - August 2025



Individual Institutional Exposures						
	Current Expo	sures	Policy Lim	iit	Capacity	
AMP Bank (BBB+)	12,042,333	9%	13,117,488	10%	1,075,155	
Auswide Bank (Baa2)	1,000,000	1%	13,117,488	10%	12,117,488	
Bank Australia (BBB+)	2,000,000	2%	13,117,488	10%	11,117,488	
Bank of Queensland (A-)	4,000,000	3%	26,234,977	20%	22,234,977	
Bendigo and Adelaide Bank (A-)	600,000	0%	26,234,977	20%	25,634,977	
Commonwealth Bank of Australia (AA-)	4,000,000	3%	52,469,954	40%	48,469,954	
Great Southern Bank (BBB+)	1,200,000	1%	13,117,488	10%	11,917,488	
Heritage and People's Choice (BBB+)	1,400,000	1%	13,117,488	10%	11,717,488	
Macquarie Bank (A+)	1,983,469	2%	26,234,977	20%	24,251,508	
Maitland Mutual Limited (BBB)	1,500,000	1%	13,117,488	10%	11,617,488	
National Australia Bank (AA-)	16,412,225	13%	52,469,954	40%	36,057,729	
Newcastle Greater Mutual Group (BBB+)	6,500,000	5%	13,117,488	10%	6,617,488	
NSW T-Corp (TCl)	31,736,857	24%	39,352,465	30%	7,615,608	
NT T-Corp (Aa3)	2,000,000	2%	52,469,954	40%	50,469,954	
Rabobank Australia (A)	24,500,000	19%	26,234,977	20%	1,734,977	
Suncorp Bank (AA-)	9,400,000	7%	52,469,954	40%	43,069,954	
Suncorp Bank Covered (AAA)	5,000,000	4%	52,469,954	40%	47,469,954	
Teachers Mutual Bank (BBB+)	1,000,000	1%	13,117,488	10%	12,117,488	
Westpac Group (AA-)	4,900,000	4%	52,469,954	40%	47,569,954	
	131,174,884					







Infrastructure & Planning Report (Items for Information) - DI&P55/25

DI&P55/25. Extraordinary Minutes - Sustainability Advisory

Committee - 31/07/2025

**FILE:** 19/00046/003

Author: Executive Assistant - Directors

## **Executive Summary**

The Sustainability Advisory Committee held an extraordinary meeting on 31 July 2025. The minutes of the meeting are shown as **Attachment 1** for Council's information.

## FOR INFORMATION

## **Attachments**

AT-1 Minutes - Extraordinary Sustainability Advisory Committee - 31 July 2025



Present	Cr Godfrey Adamthwaite (Chair) (Cr GA) Cr Anne McGowan (Cr AMc) Sophie Nichols – Community Member (SN) Irene Perez Lopez – University of Newcastle (IPL) Allison Warry – Local Land services Agency (AW) Chris Knight – The Bloomfield Group (CK) Mary-Anne Crawford - Manager Development and Environmental Services (MAC) Sania Afrose – Environmental Projects Officer (SA) Francis Giepmans - Sustainability Projects Officer (FG)
In Attendance	Vivian Waugh – Coordinator Development and Environmental Support Services
Meeting Location	Committee Room

## 1 Welcome and Apologies

- Welcome
- Acknowledgement of Country by Chair
- Apologies
  - Wendy Lawson Community Member
  - o Jonathan Wood Department of Planning & Environment
  - Meg Drinan Local Land Services
  - o Justin Fitzpatrick-Barr General Manager
  - o Chiala Hernandez Silva Coordinator Environmental Services

### 2 Disclosure of Interests

Nil

## 3 Confirmation of Minutes

• MOVED Member A McGowan SECONDED C Knight

The minutes of the Singleton Sustainability Advisory Committee meeting held on Thursday 12 June 2025, were confirmed.

### 4 Matters arising from the Minutes

· Note any matters arising from the minutes.

## 5 Agenda Items

## 5.1 10 Year Celebration of Singleton Sustainability Advisory Committee

FILE:19/00046/003

Purpose:

The purpose of this report is to seek endorsement for the Singleton Sustainability Advisory Committee's 10 year anniversary celebration program, which aims to

Page 1 Minutes of Extraordinary Singleton Sustainability Advisory Committee held on 31 July 2025



recognise the Committee's contributions to sustainability, strengthen community engagement, and promote environmental awareness across Singleton.

#### Discussion

- MAC Taking on board feedback from last meeting staff have looked at what the Committee has achieved
- Thankyou to Councillor McGowan for feedback
- · Looked at what we can do for a Sustainable celebration
- Instead of having a separate event incorporating celebration with Christmas on John Street
- Program of events with 10 year celebration in program
- SA Events
  - September Home Battery
  - o October -
  - o November Up cycle workshop, Buzzing with bees
  - o December E-specialist Presentation and Christmas in John
- Proposing a photo of each committee member and statement about experience on Committee
- Opportunity to add or remove celebrations
- MAC Explained e-specialists staff awards
- George Alexander Scholarship awarded to staff or a team for a sustainability initiative
- Explained that George Alexander was a Graduate Sustainability Officer:
  - George worked with Singleton Council for approximately four years, whilst he studied Sustainable Architecture at the University of Newcastle.
  - George was passionate about achieving sustainability outcomes, particularly within the built environment here in his hometown.
  - His Living Laneways Program created more prominent and vibrant public spaces within the Singleton CBD, and progressed towards urban greening outcomes with a goal of enhancing liveability and prosperity for the Singleton community.
  - George lost his battle with Cystic Fibrosis in August 2022, aged 24 years.
- George Alexander Scholarship will be promoted as part of 10 celebration
- 10 year anniversary logo, sustainable post cards of stickers to promote community sustainability initiatives
- Interview Committee members for 10 year celebrations
- Promote members at Christmas on John Street with a photo and a quote
- Promote the importance of the committee with the community
- Cr GA What sort of a budget do we have and do we need much given the celebration is included in current program
- MAC \$10,000 Sustainability team work really hard to put on events within budget

Page 2 Minutes of Extraordinary Singleton Sustainability Advisory Committee held on 31 July 2025



- Christmas on John Street has own budget
- Cr GA We don't need to approach mines?
- MAC It's ok to approach mines, best place for mines to contribute is for Christmas on John Street
- · Council partners with other business to run events
- · Committee can lodge a question on notice for budget details
- IPL Did the committee want me to promote something at the university about architectures in sustainability George Alexander
- MAC conversation with Sustainability team regarding promotion at university
- More it can be promoted in community is better for sustainability in Singleton
- Cr GA Sustainability through kitchen, not appliances but food
- Possible to have a chef to come in to promote sustainability in the kitchen
- FG Event held yesterday (30/07/2025) about food sustainability
- Possibly more events
- · Recommendation below
- Asking committee members attend next meeting (11/09/2025) in person to have a photo taken

## MOVED A McGowan SECONDED C Knight

That the Extraordinary Singleton Sustainability Advisory Committee endorse the proposed program of events and initiatives to celebrate the Committee's 10 year anniversary, including series of community workshops and engagement activities, and a major public event at 'Christmas on John Street.

### 6 Other Business

- Cr AMc Propose that the Committee monitor the Recycle Smart Program for community engagement and uptake of the program within the community as a part of the Committee meetings.
- Cr GA Can we discuss Weeds Committee?
- MAC A discussion will be held at the September meeting
- Cr GA -Will information be provided about the functions of the Weeds Committee?
- MAC Reason for dissolution of the Weeds Committee, the Committee wasn't meeting the functions of the committee
- The Sustainability Team secured funding for the regeneration of Col Fisher Park, a large park of the works has been the removal of weeds.
- Weeds are an underlying component of Sustainability
- There is report for the next Sustainability Committee meeting for consideration about extending the membership of the Sustainability Committee.
- Cr AMc Can George Alexander's projects noted in the minutes?

Page 3 Minutes of Extraordinary Singleton Sustainability Advisory Committee held on 31 July 2025



- Cr AMc Creation of urban spaces for Community particularly once the bypass has been completed
- MAC Council has a Beyond the Bypass master plan, Council has applied for grant funding to support the master plan
- The grant application was submitted in March
- · Council is currently:
  - o Reviewing DCP to include sustainability
  - Urban forest and urban forest environments
  - Action Check operational plan for Urban Sustainability Strategy
- Cr AMc Proposed George Alexander memorial plaque to recognize George Alexander and a memorial plaque for John Martin
- MAC Action Investigate if a plaque for George Alexander could be placed at Wambo Hall of Fame
- Report for next Committee meeting Operational Plan Review of strategies during 2025/2026 to determine whether there are any strategies that the Committee would like to engage on

#### 7 Action List

Pulse/Action No	Meeting Date	Action	Responsible Officer	Due Date
	31/07/2025	Check operational Plan to confirm Urban Forest Strategy is included	MAC	Next Meeting
	31/07/2025	Investigate if a plaque for George Alexander could be placed at Wombo Hall of Fame	MAC	Next Meeting
	31/07/2025	Provide a list of Operational Plan Review of strategies during 2025/2026 to determine whether there are any strategies that the Committee would like to engage on	MAC	Next Meeting
	31/7/2025	Investigate data collected through the Recycle Smart Program and report to the Committee	MAC	Next Meeting

## 8 Next Meeting

• 11 September 2025 at 9:30am Committee Room.

The meeting closed at 10.25am.

## **Cr Godfrey Adamthwaite**

Chair

Page 4 Minutes of Extraordinary Singleton Sustainability Advisory Committee held on 31 July 2025

Infrastructure & Planning Report (Items for Information) - DI&P56/25

DI&P56/25. Minutes - Heritage Advisory Committee - 15/08/2025 FILE: 25/00199

Author: Executive Assistant - Directors

## **Executive Summary**

The Heritage Advisory Committee held its ordinary meeting on 15 August 2025. The minutes of the meeting are shown as **Attachment 1** for Council's information.

## FOR INFORMATION

## **Attachments**

AT-1 Minutes - Singleton Heritage Advisory Committee - 15 August 2025



Present	Cr Sue George, Deputy Mayor (Chair) (Cr SG) Darrell Rigby - Heritage Advisor (DR) Fay Gray - Community Representative (FG) Brian Atfield - Community Representative (BA) Dain Simpson - Community Representative (DS) Stewart Mitchell - Community Representative (SM) George Zapletal - Community Representative (GZ)
In Attendance	Mary-Anne Crawford - Acting Director Infrastructure & Planning Services, Singleton Council (MAC) Vivian Waugh - Coordinator Development & Environmental Support Services, Singleton Council
Meeting Location	Committee Room

## 1 Welcome and Apologies

- Welcome
- Acknowledgement of Country by Chair
- Apologies
  - o Lyn MacBain
  - Sarah Boyton Acting Coordinator Planning and Development Services

#### 2 Disclosure of Interests

Nil

## 3 Confirmation of Minutes

• The minutes of the Singleton Heritage Advisory Committee meeting held on Friday 30 May 2025, were confirmed, noting matter arising from the minutes.

## MOVED G Zapletal SECONDED D Simpson

## 4 Matters arising from the Minutes

- Note Error in minutes with GZ & SM. Will be corrected in future minutes
- Correction to Minutes 30 May 2025 Dain Simpson provided Broke Walk Brochure

## 5 Agenda Items

## 5.1 Singleton Heritage Advisors Report - August 2025 FILE:25/00199 Executive Summary

The purpose of this report is to provide the Singleton Heritage Advisory Committee with the Heritage Advisors report for August 2025.

Page 1



#### Discussion

- DR On line series about building materials used on heritage properties
- ASHA Conference 24-26 September Devonport Tasmania
- National Conference for ICOMOS Ballarat
- ICOMOS best known in Australia for Burra Charter
- MTW grant application process
- 1316 Glendonbrook Impacts of current codes and safety. Rural Fire Service requirements for asset protection can impact heritage outcomes.
- SM Does subdivision require licence for RFS
- DR brief overview of process. Licence not required. Ultimately no impact.
- DS Does it affect heritage gardens?
- DR It can
- 85 Glendon Lane Wedding Chapel window works
- MAC Great example of adaptive use of a heritage building
- DS In an original position?
- MAC Yes still original design
- DR Particular site was originally unsympathetically modified. New owners have used for original purpose. Only concern about changing windows. Council visited site. Glass will be taken out glass put in and heritage glass put back in.
- MAC building code allows for performance standards
- DR When you have a Council with proactive approach to heritage positive things happen
- 88 George Street Carport in back yard no issues
- Lambkin Street Subdivision Old report on Aboriginal Heritage. Surface water moves artifacts as a result can't rely on old reports.
- 54 Castlereagh Street Carport
- Broke War Memorial colours
- DS Report back from Committee said to look at colours. Currently white and green. Community looking for lighter colour. Probably fits better for setting.
- DR DS hit on important thing in heritage, community preference
- MAC Anything needed from Council?
- DS we have Council approval
- DR Currently working on CMAPP project with mapping
- Mount Leonard Hayshed Works finished as suggested by the committee.
   Good project, proponent wanted to fix the Hayshed
- DR Hayshed photos been labelled which bits are new. Shed has been straightened
- BA Looks pretty good
- DR Both sides of post have been braced
- SM Concern that appearance has been changed

Page 2



- DR all of original fencing has been kept
- GZ Roof section has been replaced
- DR Not part of this work, front part original structure back part has been added on in the past. Now safe to walk through and experience the hayshed. Ensures Mount Leonard Hayshed will be standing in future and can now be managed and maintained
- FG Bypass went through heritage items removed. How can something be significant and something not?
- Cr SG has to be determined to be of significance and included at local or State level.
- DR One of the challenges of heritage TFNSW conducted studies and assessments. Local Committees important.
- Opportunity with New LEP to make sure heritage items are documented to make sure heritage items are impact assessed.

## **NOTED**

## 5.2 Mount Thorley Warkworth Grant Application Request - 42 - 44 George Street Singleton FILE:25/00199

## **Executive Summary**

### Purpose:

The purpose of this report is to provide information to the Committee so that it can determine if it will support the application for grant funding under the Singleton Mount Thorley Warkworth Heritage Grants, and request Council to release funds for the repairs to the heritage listed buildings detailed below.

## Discussion

- DS What was the building?
- Cr SG building and housing above. More professional offices
- MAC Restoration works to façade front of building. Applicant seek \$30,000. The terms of the MTW Grant is that co contribution should be 50/50 in this case 75% has been requested. Darryl has deemed appropriate. Under grant programme Council expectation to have invoiced application. Council would consider important works especially with bypass and re-purpose of George St.
- GZ Quality of people doing works, noting incident with Catholic Church
- MAC If Committee has questions we can defer to another meeting
- SM What is percentage?
- Cr SG 75%, the Committee can say it should be 50/50 and it is up to the committee to decide if it can be approved and percentage
- DR Overview of disbursement of funds. Needs doing as it is in the main street. Worthwhile investment noting there are no other projects proposed under the grant program at this point in time.

Page 3



- FG Who owns the place
- Cr SG Privately owned. We can decide in 2 parts, does the Committee support paying money? And how much does the Committee want to pay?
- SM Does this set precedent
- Cr SG No each application assessed on its own merit

SHACC88 That the Singleton Heritage Advisory Committee recommend to Council to draw on the Singleton Mount Thorley Warkworth Heritage Grant to:

> 1. support an application for Major Works (being restoration of building facade) at 42 - 44 George Street, Singleton; and

**MOVED** Member Simpson **SECONDED** Member Gray

2. support funding in the amount of \$30,000.00

Moved Member Atfield SECONDED Member Simpson

**CARRIED** 

#### 5.3 Singleton Local Environmental Plan 2013 - Schedule 5 FILE:25/00199

## **Executive Summary**

Attached for the Committee's information is the list of heritage items identified in Schedule 5 of the Singleton Local Environmental Plan 2013.

#### **Discussion**

- Cr SG list of heritage properties
- MAC list over a decade old. Committee to review list to add or remove items to list. If it's not on the list then it will not be considered for new development. Heritage conservation areas and archaeological sites needs to be identified
- BA Dalwood Homestead in Singleton?
- MAC Yes
- DR Problem with Dalwood homestead excised out of Pokolbin Estate. Advice to give homestead back to winery. Committee called Friends of Dalwood
- SM Does Council any input into Cultural Aboriginal Sites on Mining Land
- MAC Council is an advisory agency. Council can make submissions. No regulatory ability for council for State determined applications
- SM Rely on concerns raised by local aboriginal people
- SM Building under State Heritage listing, why are they included in list?
- MAC Main reason is to have a complete list for applicants or someone wanting to buy a property. Also single source of truth for staff. Obligated by law to identify heritage items on planning certificates
- SM Bulga Bridge State Heritage listed
- MAC TFNSW asset. TFNSW responsible for any works on site.
- SM Duplication not necessary
- MAC Probably State Listed after 2013
- DR No mechanism to update LEP

Page 4



- DS would it be better to identify state listed
- DR If State listed it will be automatically local listed
- BA Jerrys Plain Anglican Church has been sold. Going to made into a function centre
- Cr SG Do research to add sites
- DR SHAC should go through list prior to next meeting
- DS Can state sites be added to list
- DR Yes
- SM Naming of Bulga Public School, copy of original list of original LEP.
   Possible typo. Problem with restoration of school site. Under management of local community. Concern, previous Council advice name couldn't be changed, intention to rename to Bulga Public School. Mount Lenord Public School doesn't exist. Problems in future, Crown Land treating it as Mount Leonard Public School. Documentation to verify that it is Bulga Public School would like it to be put forward.
- MAC In order to amend the LEP we need the committee members to update
  the heritage item assessment template. Council wouldn't have issue for school
  to be referred to as Bulga Public School whilst we go through the process of
  LEP review.
- Cr SG When we do new LEP it should say Bulga Public School
- DR We can create a committee level internal itemised list as the committee review will be part of inventory list
- DS If registered on heritage list does it impact eligibility for MTW grants
- MAC No not at all
- SM Presenting DA for Bulga Public School for restoration works pushing at that stage to refer to be call Bulga Public School. No evidence that it was called Mount Leonard Public School.
- SM Name of building irrelevant for planning purposes, as it is identified by lot and DP in the LEP and for DA. Encourage a pre-DA meeting before lodging.

### NOTED

## 6 Other Business

- BA Can organise trip to Wambo Homestead current works
- Can be organised through the mine
- SM If we give enough notice can be aligned with meeting
- FG Buildings in Bathurst St Caretakers cottage, what are restrictions on works?
- DR In terms of heritage in heritage conservation area, structure subject to standard DA conditions
- FG Could they pull it down?
- DR Would need a DA which would be a red flag to Council
- SM Photographs of heritage buildings. Possible tour of heritage buildings
- MAC photos in Library

Page 5



- DR New spreadsheet should have links to photographs
- GZ heritage photos taken by
- DR One chance to get list updated
- DS Heritage area in George St, is there a post bypass strategy for heritage
- Cr SG In contact with TFNSW
- MAC Applied for grant with federal government for beyond the bypass
- DS Will gardens be included
- DR Trees already listed in the LEP

## 7 Action List

Pulse/ Action No	Meeting Date	Action	Responsible Officer	Due Date
	15/08/2025	Refer LEP heritage list to Aboriginal Advisory Committee for input	Sarah B	February 2026
	15/08/2025	Committee members to review and provide feedback on LEP heritage list	Sarah B	Ongoing
	15/08/2025	Council to liaise with Brian Atfield regarding Committee site visit to Wambo Homestead – Brian to contact Wambo mine for a suitable date	Sarah B	21 November 2025
	15/08/2025	Council to contact Ray Robinson regarding access to photos of heritage items	Sarah B	21 November 2025

## 8 Next Meeting

• 21 November 2025, 9:00am Council Committee Room

The meeting closed at 10.37am.

Cr Sue George, Deputy Mayor

Chair

Questions Given - QG5/25

QG5/25. Questions of Which Notice Has Been Given - 19 August FILE: 21/00172

2025

Author: Governance Lead

1. Cr Watson – FOGO Exemptions for large households including budget implications

2. Cr Watson – Request to contact The Hon. Emily Jane Suvval, BN MLC request to present post mining land use enquiry learnings

## FOR COUNCIL'S INFORMATION

Cr Watson – FOGO Exemptions for large households including budget implications

Can Council please investigate and report back to Councillors before the cut off for Notices of Motions for the September meeting the following:

- 1. The timeframe for implementation of a Hardship Application process (Similar to that used by Muswellbrook Council) for households who require a weekly red bin collection due to the following criteria, large households over 6 people, households with 2 children in nappies, households with medical conditions which generate excess waste
- 2. A report on the projected budget implications of the implementation of a similar policy
- 3. An analysis of processes that would be required of council through NSW EPA to provide a rural exemption if individual rural residents can prove they process green waste onsite and should be exempt from FOGO
- 4. A report of the cost to council associated with this style of exemption process.

## **Answer**

1. Council has an existing Hardship Policy which is due for review in March 2027. The Policy provides a framework for assessing and managing hardship requests after a debt has been raised. However, the Policy does not currently include provisions relating to those requiring weekly general waste collections because of hardship. The review of the Hardship Policy to reflect the above, could be brought forward with a motion of Council.

Questions Given - QG5/25

- 2. All costs incurred from delivering domestic waste services to residential properties are recovered through the annual domestic waste service charge that forms part of each property's rates. As the total cost of the service is spread evenly across each customers waste charge, application of hardship provisions relating to general waste collection would add \$0.02 to each customers domestic waste charge. Therefore, for example, if 100 customers were approved under the hardship provision, this would add \$2 to each customers annual waste charge.
- 3. Under the current NSW EPA FOGO mandate, there is no exemption process available for individual residents, including rural customers. With the exception being that, if a household is not provided with a general waste collection service by Council, they will not be captured under the mandate. The NSW EPA has indicated that they will develop an exemption framework for council area exemptions to guide decision making and have indicated the criteria that they will consider as part of an exemption application for councils. These considerations include geographical and population constraints and the impact on processing availability, availability of infrastructure, timing and expiration of waste contracts, infrastructure impairments of certain building types (i.e. multi-unit dwellings) and where access to a FOGO service is limited or cost prohibitive. Timing on the proposed exemption framework for councils has not yet been released. Further information is available on the NSW EPAs website:
- 4. Until the NSW EPA releases the exemption framework and Council understands its eligibility, the cost of an exemption process is not known. However, due to the fixed cost nature of the waste collection contract, if exemptions were granted to individual rural customers, the cost of this would be borne by other customers with a waste service. If Council were to provide exemptions to customers prior to being granted an NSW EPA exemption, it could face a maximum penalty of up to \$500,000 with a further \$50,000 per day for continuing offences from 1 July 2030.
- 2. Council please request The Hon. Emily Jane Suvval, BN MLC present to councillors on the post mining land use enquiry learnings

## **Answer**

This matter is one that requires a formal decision of Council. As such, it cannot be actioned administratively and should instead be submitted as a Notice of Motion for consideration at a Council Meeting, in accordance with the provisions of the *Local Government Act 1993* and Council's Code of Meeting Practice.

## **Attachments**

There are no attachments for this report.